

BOARD OF SUPERVISORS

Brown County



305 E. WALNUT STREET
P.O. BOX 23600
GREEN BAY, WISCONSIN 54305-3600
PHONE (920) 448-4015 FAX (920) 448-6221
E-mail bc_county_board@co.brown.wi.us

EXECUTIVE COMMITTEE

Tom Lund, Chairman,
Patrick Moynihan, Jr., Vice-Chairman
Patrick Buckley, Bernie Erickson, Erik Hoyer,
Richard Schadowald, John Van Dyck

EXECUTIVE COMMITTEE
Monday, October 24, 2016
5:30 p.m.
Room 200, Northern Building
305 E. Walnut Street

**** Please Bring Budget Book ****
**** PLEASE NOTE DATE ****

- I. Call meeting to order.
- II. Approve/modify agenda.
- III. Approve/modify minutes of October 10, 2016 & Special Executive Committee October 19, 2016.

BUDGET REVIEW

Comments from the Public – Budgetary Items

Communications

1. Communication from Supervisor De Wane re: To look at funding the D.A.R.E. program for one year, while they get their much needed program back on the ground. *September Motion: To refer to the Executive Committee budget meeting.*

Non-divisional Budgets

2. County Executive – Review of 2017 department budget.
3. Board of Supervisors - Review of 2017 department budget.
4. Capital Projects.
 - a) Recommendation from PD&T to Executive Committee to increase bonding in an addition of \$2,046,710 to the Courthouse Dome Project which will increase the levy 2017 by \$3,228.
 - b) Recommendation from PD&T to Executive Committee to add to the Capital Projects bonding budget \$800,000 for architectural engineering of the STEM Innovation Center.
5. Debt Service.
6. Special Taxes and Revenue.

Resolutions, Ordinances

7. Resolution Approving New or Changes to Existing Employee Benefits during the 2017 Budget Process.
8. Resolution Approving New or Deleted Positions during the 2017 Budget Process in the *Child Support* Table of Organization and the *Corporation Counsel* Table of Organization.
9. Resolution Approving New or Deleted Positions during the 2017 Budget Process in the *Human Resources* Table of Organization.
10. Resolution Approving New or Deleted Positions during the 2017 Budget Process in the *Technology Services* Table of Organization.

11. Resolution Approving New or Deleted Positions during the 2017 Budget Process in the *Medical Examiner Table of Organization*.
12. Resolution Approving New or Deleted Positions during the 2017 Budget Process in the *Brown County Library Table of Organization*.
13. Resolution Approving New or Deleted Positions during the 2017 Budget Process in the *NEW Zoo Table of Organization*.
14. Resolution Approving New or Deleted Positions during the 2017 Budget Process in the *Zoo and Park Management Table of Organization*.
15. Resolution Approving New or Deleted Positions during the 2017 Budget Process in the *Health Department and Human Services Department Table of Organization*.
16. Resolution Approving New or Deleted Positions during the 2017 Budget Process in the *Human Services – Community Programs Table of Organization*.
17. Resolution Approving New or Deleted Positions during the 2017 Budget Process in the *Airport Table of Organization*.
18. Resolution Approving New or Deleted Positions during the 2017 Budget Process in the *Planning and Land Services Table of Organization*.
19. Resolution Approving New or Deleted Positions during the 2017 Budget Process in the *Port and Resource Recovery Department Table of Organization*.
20. Resolution Approving New or Deleted Positions during the 2017 Budget Process in the *Public Works Table of Organization*.
21. Resolution Approving New or Deleted Positions during the 2017 Budget Process in the *Public Works Table of Organization Changing the Allocation of Costs for Certain Positions*.
22. Resolution Approving New or Deleted Positions during the 2017 Budget Process in the *Public Works – Facility Management Table of Organization*.
23. Resolution Approving New or Deleted Positions during the 2017 Budget Process in the *Public Works Table of Organization*.
24. Resolution Approving New or Deleted Positions during the 2017 Budget Process in the *Register of Deeds Table of Organization*.
25. Resolution Approving New or Deleted Positions during the 2017 Budget Process in the *U.W. Extension Table of Organization*.
26. Resolution Approving New or Deleted Positions during the 2017 Budget Process in the *Public Safety Communications Table of Organization*.
27. Resolution Approving New or Deleted Positions during the 2017 Budget Process in the *Sheriff's Department Table of Organization*.

NON-BUDGET REVIEW

Comments from the Public – Non-Budgetary Items

Communications

28. Communication from Supervisor Erickson re: Request consideration of increasing the daily fee for use of jail by municipalities on civil forfeiture bench warrants from \$40.00 per day to \$200.00 per day. Issue is use of jail for collection of fines – jail overcrowding – cost to house.
Referred from October County Board.

Reports

29. County Executive Report.
30. Human Resources Report.

Resolutions/Ordinances

31. Ordinance to Amend Sections 4.49 and 4.57 of the Brown County Code of Ordinances Entitled, Respectively, as "Extra Pay" and "Policy". *Held for 30 days.*
32. Ordinance to Amend Section 4.57 of the Brown County Code of Ordinances Entitled "Policy". *Referred to Exec from October County Board.*

Other

33. Such other matters as authorized by law.
34. Adjourn.

Tom Lund, Chair

Notice is hereby given that action by the Committee may be taken on any of the items, which are described or listed in this agenda. The Committee at their discretion may suspend the rules to allow comments from the public during the meeting. Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

PROCEEDINGS OF THE BROWN COUNTY
EXECUTIVE COMMITTEE

Pursuant to Section 18.94 Wis. Stats., a regular meeting of the **Brown County Executive Committee** was held on Monday, October 10, 2016 in Room 200 of the Northern Building, 305 E. Walnut Street, Green Bay, Wisconsin.

Present: Chair Lund, Vice-Chair Moynihan, Supervisor Buckley, Supervisor Hoyer, Supervisor Schadewald, Supervisor Erickson, Supervisor Van Dyck
Also Present: Supervisors Vander Leest, Zima and Lefebvre; Internal Auditor Dan Process, Public Works Director Paul Fontecchio, Public Safety Communications Director Cullen Peltier, Director of Administration Chad Weininger, Corporation Counsel David Hemery, Interim Human Resources Director Pete Bilski, Finance Director David Ehlinger, Schenck SC David Maccoux, news media and other interested parties

**Audio of this meeting is available by contacting the County Board office at 920-448-4015*

I. **Distribution of iPads to Executive Committee Members.** *No action taken.*

II. **Call meeting to order.**

The meeting was called to order by Chair Lund at 5:30 p.m.

III. **Approve/modify agenda.**

Motion made by Supervisor Erickson, seconded by Supervisor Schadewald to approve with the modifications to hold Items 5 and 9. MOTION CARRIED UNANIMOUSLY

IV. **Approve/modify Minutes of September 12, 2016.**

Motion made by Supervisor Schadewald, seconded by Supervisor Hoyer to approve. MOTION CARRIED UNANIMOUSLY

Comments from the Public None.

1. **Review Minutes of: None.**

Legal Bills

2. **Review and Possible Action on Legal Bills to be paid.**

Motion made by Supervisor Erickson, seconded by Supervisor Schadewald to approve to pay the legal bills with the exception of the von Briesen bills which were pulled for discussion. MOTION CARRIED UNANIMOUSLY

Erickson felt the bills were somewhat confusing and felt they should go back to Corporation Counsel, HR or Administration and asked for better clarification. He couldn't get the numbers to come out right and had spent a few hours on them. Former HR Director informed she was working on updating Chapter 4 and he saw billing showing von Briesen was doing it; he was concerned how they were farming things out and didn't know if they had permission to do it. It seemed like they were spending a lot of money when the county had their own in-house attorneys. They had their own County Board attorney who worked for a lot less dollars and handled all these things and it was frowned upon by Administration and now they were picking up tremendously large bills. Erickson was concerned with double billing; it was determined it looked that way as the bill was split. Schadewald felt they should look at what they were spending money on and with the new Corporation Counsel figure out who should handle what. Buckley believed they approved money in their budget for outside counsel. Lund believed if they went over they had to come back to the board. Buckley added that it wasn't the attorney's fault; Interim Corporation Counsel needed to come and explain why they were hired out. Van Dyck would refer back to Administration to

get a report showing what they spent.

Motion made by Supervisor Van Dyck, seconded by Supervisor Buckley to refer back to staff to give a report on legal expenditures Year To Date and of further expenditures and to pay the bills. Vote taken. MOTION CARRIED UNANIMOUSLY

Hoyer questioned if they wanted it by the time they met for their budget meeting. Bilski stated that was doable.

Buckley questioned if it was a project for the Internal Auditor as well as their new Corporation Counsel to review and bring back a report in December or January of all outside legal bills from county departments. Maybe it was a case of, were they spending responsibly or should they be doing more internally.

Zima stated that about 8 years ago they had looked at how much was being spent on outside legal services and it was an enormous number. They were looking for a way to solve the problem of paying by the hour for outside help. At that time they had Mr. Mohr take care of all of the HR work on a flat rate fee of \$5,500 a month which included the legal and clerical services that were provided. If there was litigation, it would be more. Zima felt it was important to have the Internal Auditor along with Administration get a picture of this the last four years; it was the consensus of the committee to ask Internal Auditor Dan Process to complete this task. Zima felt if the number was very large it was time for them to put out a request for proposals to find someone.

Communications

3. **Communication from Supervisor Van Dyck re: Modify Section 3.06 of the Brown County Code of Ordinances entitled "Purchase and Sale of Tax Delinquent Property" by replacing any reference to Executive Committee with Administration Committee, basically transferring oversight for the purchase and sale of Tax delinquent property from Executive Committee to Administration Committee. *Referred from September County Board.***

Van Dyck informed he would like to return to the practice that existed up until two years ago, prior to Treasurer Zeller stumbling upon language in 3.06 (5) referencing the Executive Committee. He asked for review of that section and to have where it referenced Executive Committee to be changed to Administration Committee. Buckley asked if Administration Committee had time as they asked for them to take on more personnel matters; Schadewald informed they were already handling them before it came here.

Motion made by Supervisor Van Dyck, seconded by Supervisor Buckley to refer to Corporation Counsel to make the necessary adjustments to the ordinance. MOTION CARRIED UNANIMOUSLY

4. **Communication from Supervisor De Wane re: To look at funding the D.A.R.E. program for one year, while they get their much needed program back on the ground. *Referred from September County Board.***

Zima informed he was sitting in for De Wane; this was discussed at their Public Safety meeting. They were talking about funding one D.A.R.E. Officer and weren't adding a position. They suggested using one position for one year to help them get back on their feet so they can try and find other ways to collect money to keep their program going. Buckley informed that they added \$100,000 to the Sheriff's budget.

Motion made by Supervisor Erickson, seconded by Supervisor Buckley to refer to the Executive Committee budget meeting. MOTION CARRIED UNANIMOUSLY

Resolutions, Ordinances

5. **An Ordinance to Amend Sections 4.49 and 4.57 of the Brown County Code of Ordinances Entitled, Respectively, as "Extra Pay" and "Policy". *Held for 30 days.***

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Item was held.

6. Ordinance to Amend Section 4.57 of the Brown County Code of Ordinances Entitled "Policy". Referred from September County Board.

Van Dyck felt they needed a timeframe, budgets were coming up and it had to be taken into context with everything else and they had to have a better idea pretty quickly. Bilski stated it was a priority. Van Dyck felt it was a lot of information to pull together in a short period of time and suggested working in collaboration with Internal Auditor Process. Lund informed Bilski was working on it. Schadewald didn't feel it was as complicated as people were making it and suggested ways of getting the numbers including talking to Department Heads and their staff.

Motion made by Supervisor Buckley, seconded by Supervisor Hoyer to refer back to Human Resources.
MOTION CARRIED UNANIMOUSLY

7. Ordinance Amending Sections 4.93 of Chapter 4 of the Brown County Code Entitled "Grievance Procedure". Referred from September County Board.

Van Dyck believed this had gone back for at least a year now and was held up because of the revisions to Chapter 4. It was his opinion that it didn't make any sense to address at the grievance level unless they were going to fix some things upstream. When they brought Chapter 4 revisions back they could consider it at that time.

Lund questioned Mr. Bilski when they will have the Chapter 4 revisions; Bilski stated a lot of work had been done and he will start reviewing next week.

Schadewald informed they talked about this at the Administration Committee and felt Bilski's priorities should be getting ready for the budget and the numbers they needed for overtime, insurance, pay increases, etc.

Motion made by Supervisor Van Dyck, seconded by Supervisor Buckley to receive and place on file.
MOTION CARRIED UNANIMOUSLY

Motion made by Supervisor Schadewald, seconded by Supervisor Buckley to suspend the rules to take Item 11 at this time. Vote taken. MOTION CARRIED UNANIMOUSLY

Reports

8. Brown County Financial Statement Results—Levy Funded Departments as of August 2016.

Weininger informed the Medical Examiner was running over budget due to the number of autopsies, they did make an adjustments in the 2017 budget to cover that. HR and Corporation Counsel, their departments were running to the positive. HR about \$130,000, Corp Counsel positive \$20,000. They had \$50,000 left over in legal services. Last year from 2015-2016 they carried over \$70,000 for legal bills due to the grievance on insurance and things related the Sups and non-sups contracts.

Motion made by Supervisor Moynihan, seconded by Supervisor Buckley to receive and place on file.
MOTION CARRIED UNANIMOUSLY

9. Treasurer

a. DISCUSSION/ACTION - Review and approval or rejection of bids/selling prices for tax deed properties: (Bid results of 10-10-16):

<u>Parcel#</u>	<u>Municipality</u>	<u>Address</u>	<u>Starting Bid</u>	<u>High Bid</u>	<u># of Bids</u>
Parcel 21-1293-2	City of Green Bay	1739 Main St.	\$100	\$	#

Held for 30 days to direct Treasurer Zeller to go back to the two parties and seek an offer if they are interested.

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10. Internal Auditor Report

- a. Presentation of the 2015 Comprehensive Annual Financial Report, Federal Awards and State Financial Assistance Report and Management Communications by David Maccoux, Schenck, SC. (Material previously distributed).**

Maccoux referred to the Annual Financial Report which was prepared by the county and required to contain certain required disclosures. He briefly went through the material with the committee.

The Management Communications went through a number of things related to the audit and talked about the fact that their audit not only included the review of the financial statements but also a review of the overall internal controls. They also looked at the overall operations and comply with laws and regulations. They were pleased to say from a financial reporting perspective they had no internal control deficiencies or material weaknesses and they did not identify any non-compliance that they were required to report. Very positive statements on the controls within the county and a good indication of the financial records that were being maintained by the County Board. Referring to pages 3 and 4, it indicated that from their perspective the audit went very well, everyone was very cooperative and they appreciated the support in the completion of the audit. Maccoux spoke to page 5, concentrating on the General Fund while entertaining questions.

Motion made by Supervisor Buckley, seconded by Supervisor Moynihan to receive and place on file. MOTION CARRIED UNANIMOUSLY

- b. Board of Supervisors Budget Status Financial Report – August 2016 (Unaudited).**

Referring to Personnel Costs, Process informed that their department was over their budget in Overtime but under in Contracted Services. In the past they utilized Contracted Services more. He noted that when looking at overtime costs he considered overtime as well as comp time because employees had the ability to comp their time and use it at a later date, so it may not fall into that overtime category. Otherwise, if he was looking at the overtime individually, they were well under \$1,000. He wanted to make that distinction.

Motion made by Supervisor Moynihan, seconded by Supervisor Hoyer to receive and place on file. MOTION CARRIED UNANIMOUSLY

- c. Monthly Status Update: September 1 – September 30, 2016.**

Process stated that with the budget that came out, he provided an analysis and he was looking for any type of feedback to whether or not that information was beneficial because there were some changes to the budget and he felt they tried to incorporate some of the major changes from prior year to this year. If there were other suggestions to let him know. He did try to inform the supervisors after all the committee meetings as to if there were any changes. He sent out a memo this morning indicating what happened at Public Safety and Administration and the effect on the budget. Lund stated he was going to ask him to continue to do that.

Motion made by Supervisor Moynihan, seconded by Supervisor Buckley to receive and place on file. MOTION CARRIED UNANIMOUSLY

- d. 2017 Proposed Audit Plan.**

Process stated that the first project was the RFP for audit services that they were in the last year of their 5 years contract with Schenck. They will go out for bids in 2017. Lund informed he would be part of the team.

Motion made by Supervisor Moynihan, seconded by Supervisor Erickson to approve the Internal Auditors 2017 Proposed Audit Plan. MOTION CARRIED UNANIMOUSLY

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11. Human Resources Report

Bilski informed with regard to the audit of the HR Department, he was going line by line in looking at how they were organized and taking a complete look at the organization, all the elements, were they staffed appropriately, etc. It was an extensive review he was working on, on daily basis which was subject to review. Looking at the areas of HR and the process from recruitment to compensation to training development to safety. So he left with a lot more metric reporting to see how they were doing and benchmarks to measure performance.

The audit was front and center as well as concentrating on the budget. He will have more reports on a regular basis.

They were working on recruiting the key replacement for the Senior Analysis that had left.

With regard to Compensation Management, before he took his leave he wanted to make sure they were setup so they could handle the compensation internally. Lund felt if it was done systematically it wouldn't be very difficult to do. Bilski stated the key was usually the data, accessing it and there were a number of sources available for very reasonable fees that kept them current and they didn't have to do it every year.

Benefits - He was still spending a fair amount of time answering emails and meeting with people so they sense they were doing it the right way. There was a lot of time and energy through open-enrollment.

Overtime request was front and center, a high-priority item for them as well as compensation for holidays. Sheriff Sups and non-sups labor agreements, which will be discussed in closed session.

Schadewald informed that the Administration Committee had a proposal that they agreed on and a discussion with HR for insurance for next year. They also came up with a proposal for pay, different than the County Executives.

**Motion made by Supervisor Schadewald, seconded by Supervisor Hoyer to receive and place on file.
MOTION CARRIED UNANIMOUSLY**

The committee went back to Item 8 at this time.

12. County Executive Report None.

Closed Session

13. Open Session: Discussion and possible action regarding the contract negotiations for the Non-Supervisory Deputy Sheriff's Labor Agreement.

**Motion made by Supervisor Moynihan, seconded by Supervisor Hoyer to enter into closed session.
MOTION CARRIED UNANIMOUSLY**

14. Closed Session: Discussion and possible action regarding the contract negotiations for the Non-Supervisory Deputy Sheriff's Labor Agreement. Notice is hereby given that the governmental body will adjourn into a closed session during the meeting on the above date, as authorized pursuant to Section 19.85 (1)(e) of the Wisconsin Statutes, for the purpose of deliberating or negotiating the purchase of public properties, the investing of public funds or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, which bargaining is pursuant to Wis. Stat. §111.70 for purposes of negotiating and collective bargaining said agreement.

15. Reconvene in Open Session: Discussion and possible action regarding the contract negotiations for the Non-Supervisory Deputy Sheriff's Labor Agreement.

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Motion made by Supervisor Moynihan, seconded by Supervisor Schadewald to return to regular order of business. MOTION CARRIED UNANIMOUSLY

Other

16. Such other matters as authorized by law.

Van Dyck questioned the distribution of iPads.

17. Adjourn.

Motion made by Supervisor Buckley, seconded by Supervisor Hoyer to adjourn at 7:04 p.m. Vote taken. MOTION CARRIED UNANIMOUSLY

Respectfully submitted,

Alicia Loehlein
Recording Secretary

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PROCEEDINGS OF THE BROWN COUNTY
EXECUTIVE COMMITTEE

Pursuant to Section 18.94 Wis. Stats., a special meeting of the **Brown County Executive Committee** was held on Wednesday, October 19, 2016 in Room 207 of City Hall, 100 N. Jefferson Street, Green Bay, Wisconsin.

Present: Chair Lund, Vice-Chair Moynihan, Supervisors Hoyer, Schadewald, Erickson, Van Dyck
Excused: Supervisor Buckley
Also Present: PFM Group Senior Managing Consultant Brian Della, Director of Administration Chad Weininger, Executive Streckenbach and other interested parties

**Audio of this meeting is available by contacting the County Board office at 920-448-4015*

I. Call meeting to order.

The meeting was called to order by Chair Lund at 6:45 p.m.

II. Approve/modify agenda.

Motion made by Supervisor Moynihan, seconded by Supervisor Schadewald to approve. Vote taken.
MOTION CARRIED UNANIMOUSLY

Comments from the Public None.

Supervisor Van Dyck arrived at 6:46 p.m.

Resolutions, Ordinances

- 1. Resolution Authorizing the Issuance and Sale of [\$1,970,000] General Obligation Promissory Notes, Series 2016B.**

Motion made by Supervisor Moynihan, seconded by Supervisor Erickson to approve Bankers Bank bid at the True Interest Cost of 1.318%. Vote taken. MOTION CARRIED UNANIMOUSLY

- 2. Resolution Authorizing the Issuance and Sale of [\$6,070,000] General Obligation Refunding Bonds, Series 2016C.**

Motion made by Supervisor Moynihan, seconded by Supervisor Erickson to approve Cantor Fitzgerald & Co. at the True Interest Cost of 1.165%. . Vote taken. MOTION CARRIED UNANIMOUSLY

Other

- 3. Such other matters as authorized by law.**

- 4. Adjourn.**

Motion made by Supervisor Hoyer, seconded by Supervisor Schadewald to adjourn at 6:49 p.m. Vote taken. MOTION CARRIED UNANIMOUSLY

Respectfully submitted,

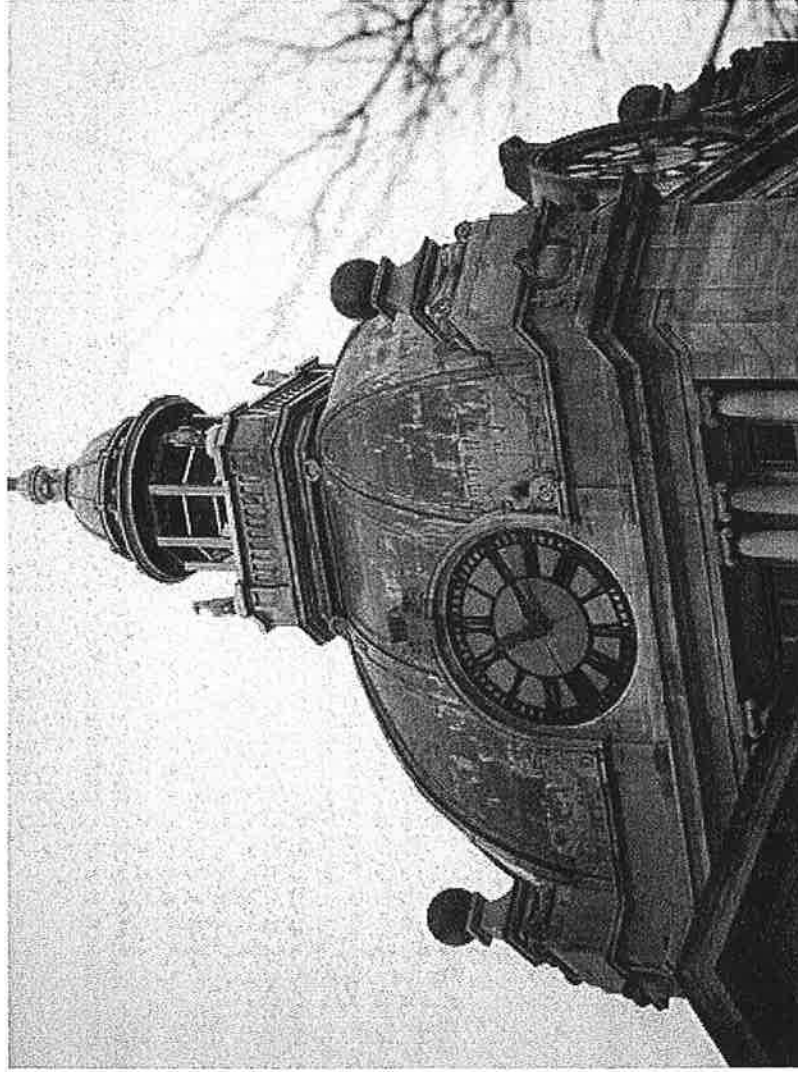
Alicia Loehlein
Recording Secretary

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Brown County, WI - Courthouse Dome

100 S Jefferson St. Green Bay, WI 54301

Concept Estimate



Owner:
Brown County

10/14/2016

CCS Project # 16.137

1815 South Weyers Road
Suite 1070
Oakbrook Terrace, IL 60181
630.678.0808
www.DCSdifferden.com

CCSTM

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Brown County, WI - Courthouse Dome

Concept Estimate

This Conceptual estimate is based on concept design report documents, prepared by the office of Simpson Gumpertz & Heger along with discussions with their staff.

This estimate assumes a normal market condition.

This estimate assumes five or more qualified Contractors competitively bidding on this project.

This estimate assumes one contract awarded to one General Contractor.

Those cost estimates provided by the Architect and/or Consultants are identified in the body of the estimate.

After six months, this estimate should be updated for current market conditions.

Escalation is included assuming 3/01/17 as the start of construction and 10/31/17 as the substantial completion of construction.

THIS ESTIMATE EXCLUDES:

Professional fees, testing, moving expense, all owner and total project soft costs as listed on detailed estimate section.

Furnishings and equipment other than those shown in the body of the estimate.

Premium costs for work done in out of hours, or in phases

Mechanical installation and work of associated contractors,

Hazardous material removal and abatement,

Construction Contingencies,

Building Permits,

Builder's Risk Insurance.

This estimate is based on information available at this time. The scope of this estimate should be reviewed to insure our interpretation of the drawings and other information is correct. This estimate should be updated as the design evolves and is completed.

This cost estimate represents our opinion of probable construction cost for this project. We have exercised due professional diligence in the preparation of this estimate. Since we have no control over final material selection, bidding strategies and market conditions, no guarantee is given or implied with this estimate.

Brown County, WI - Courthouse Dome
October 14, 2016

Base Summary
Concept Estimate

<u>Base Estimate</u>	<u>Raw Cost</u>	<u>General Conditions Overhead & Profit</u>	<u>Design Contingency</u>	<u>Escalation</u>	<u>Logistics</u>	<u>Total</u>
Option 1 - Copper Roofing	\$1,355,224	25.00%	\$338,806	15.00%	\$254,105	\$59,613
Option 2 - Copper Colored Aluminum Roofing	\$1,196,974	25.00%	\$299,244	15.00%	\$224,433	\$52,652
Option 3 - Copper Coated Steel Roofing	\$1,270,824	25.00%	\$317,706	15.00%	\$238,280	\$55,900
Option 1 Total w/ Alternate Add	\$1,362,024		\$340,506		\$255,380	\$59,912
						\$2,046,710
						\$1,807,715
						\$1,919,246
						\$2,056,980

Alternate Summary

<u>Alternates</u>	<u>Raw Cost</u>	<u>General Conditions Overhead & Profit</u>	<u>Design Contingency</u>	<u>Escalation</u>	<u>Logistics</u>	<u>Total</u>
ALT Add Roofing Option - Remove & Replace Finial Stones For	\$6,800	25.00%	\$1,700	15.00%	\$1,275	\$299
ALT Limestone Option - Repair Stone w/ Cementitious Patch	(\$32,760)	25.00%	(\$8,190)	15.00%	(\$6,143)	(\$1,441)
ALT Limestone Option - Install Flashing & Horizontal Facing	\$41,220	25.00%	\$10,305	15.00%	\$7,729	\$1,185
						\$10,270
						(\$49,475)
						\$62,252



WE TAKE ON YOUR VALUES.

1815 South Mayers Road
Suite 1070
Oakbrook Terrace, IL 60181
630.678.0808
www.ccsalliance.com

4a

General Requirements						
	Option 1	Option 2	Option 3	Unit	Unit Cost	
Total Cost						
Scaffolding - Allowance	1	1	1	1 LSUM	\$85,000.00	\$250,000
Roof Protection - Allowance	1	1	1	1 LSUM	\$100,000.00	\$85,000
Mobilization/Demobilization	1	1	1	1 LSUM	\$65,000.00	\$100,000
						\$65,000

1 - DOME ROOFING						
	Option 1	Option 2	Option 3	Unit	Unit Cost	
Remove and Replace Copper Roof & Substrate	2,110			SQFT	\$150.00	\$336,100
Flashing	280	280	280	SQFT	\$70.00	\$316,500
Remove and Replace w/ Copper Colored Aluminum Roofing		2,110		SQFT	\$75.00	\$19,600
Remove and Replace w/ Copper Coated Steel Roofing			2,110	SQFT	\$110.00	\$158,250
						\$0
						\$232,100

2 - LIMESTONE						
	Option 1	Option 2	Option 3	Unit	Unit Cost	
Total Cost						
Remove & Replace Spalling Limestone Pieces	22	22	22	SQFT	\$360.00	\$467,459
Dutchman Repair for Loose & Delaminated Stone	120	120	120	SQFT	\$360.00	\$7,920
Remove & Reset Displaced Stone w/ Anchors	78	78	78	SQFT	\$350.00	\$43,200
Prepare & Fill Crack w/ Mortar Sealant	72	72	72	LNFT	\$17.00	\$27,300
Install Anchors to Cracked or Spalled Stones	336	336	336	EACH	\$250.00	\$1,224
Grind & Point Limestone Mortar Joints	5,170	5,170	5,170	SQFT	\$25.00	\$84,000
Install Sealant Joints @ Exterior Horizontal Facing Joints in Stone	540	540	540	LNFT	\$17.00	\$129,250
Clean All Stone Surfaces	5,170	5,170	5,170	SQFT	\$15.00	\$9,180
Clean Copper Patina & Heavy Stains	1,597	1,597	1,597	SQFT	\$55.00	\$77,550
						\$87,835

3 - BRICK						
	Option 1	Option 2	Option 3	Unit	Unit Cost	
Total Cost						
Remove & Replace Damaged Brick @ 2 Wythes	264	264	264	SQFT	\$150.00	\$143,600
Reinstall Removed Brick & 4 Wythes	20	20	20	SQFT	\$250.00	\$39,600
Repointing Interior Brick	2,200	2,200	2,200	SQFT	\$30.00	\$5,000
Clean Interior Masonry	2,200	2,200	2,200	SQFT	\$15.00	\$66,000
						\$33,000

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4 - CLOCK FACES						
Total Cost	Option 1	Option 2	Option 3	Unit	Unit Cost	Option 3
Replace 8 Clock Hands	1	1	1	1 LSUM	\$1,800.00	\$34,850
Replace Clock Faces w/ Polycarbonate Panels	280	280	280	SQFT	\$45.00	\$12,600
Remove, Sandblast, Recoat & Reinstall Clock Pieces	450	450	450	LNFT	\$9.00	\$4,050
Manufacture New Clock Anchors	4	4	4	EACH	\$250.00	\$1,000
Remove & Replace Clock Sealant Joints	1,100	1,100	1,100	LNFT	\$14.00	\$15,400

5 - CONCRETE						
Total Cost	Option 1	Option 2	Option 3	Unit	Unit Cost	Option 3
Remove and Replace Concrete Slab @ 5" Thick w/ WWF	120	120	120	SQFT	\$250.00	\$30,000

6 - WINDOWS						
Total Cost	Option 1	Option 2	Option 3	Unit	Unit Cost	Option 3
Remove & Replace Perimeter Sealant Joints	460	460	460	LNFT	\$14.00	\$6,440

7 - STEEL						
Total Cost	Option 1	Option 2	Option 3	Unit	Unit Cost	Option 3
Sandblast & Recoat Structural Steel w/ Zinc & Polyurethane	1,925	1,925	1,925	SQFT	\$23.00	\$44,275
Structural Steel Plate Fabricated & Welded to Existing Structure	2	2	2	TON	\$9,000.00	\$18,000

4a

8 - CLOCK CONTROLLER						
	Option 1	Option 2	Option 3	Unit	Unit Cost	
Total Cost						
Replace Controller & Digital System	1	1	1	LSUM	\$15,000.00	\$15,000
Clean & Oil Parts from New Controller to the Clock Hands						\$15,000

9 - FLAGPOLE						
	Option 1	Option 2	Option 3	Unit	Unit Cost	
Total Cost						
Not in Current Scope	1	1	1	EACH		\$0
						\$0

10 - LIGHTNING PROTECTION						
	Option 1	Option 2	Option 3	Unit	Unit Cost	
Total Cost						
Lightning Protection System w/ Down Conductor Connection to Ground	1			LSUM	\$9,500.00	\$9,500
						\$9,500

4a

Subtotal before markups		\$1,355,224	\$1,196,974	\$1,270,824
		\$338,806	\$299,244	\$317,706
Subtotal with General Conditions		\$1,694,030	\$1,496,218	\$1,588,530
		\$254,105	\$224,433	\$238,280
		\$38,963	\$34,413	\$36,536
		\$59,613	\$52,652	\$55,900
Construction Cost		\$2,046,710	\$1,807,715	\$1,919,246
Total Construction Cost		\$2,046,710		

General Conditions Overhead & profit 25.00%

Design Contingency 15.00%
Escalation 2.00%
Logistics 3.00%

Costs were covered in Total Project Budget by Owner. Not included in this estimate.

Architectural / Engineering professional fee's
Furnishings and equipment other than those shown in the body of the estimate.
Premium costs for work done in out of hours, or in phases
Hazardous material removal and abatement
Construction Contingencies
Building Permits
Builder's Risk Insurance
Moving Costs

1815 South Meyers Road
Suite 1070
Oakbrook Terrace, IL 60181
630.678.0808
www.bcsdifference.com

4/1

October 17, 2016

Mr. Bernie Erickson
Brown County Supervisor & PD&T Committee Chairman
Northern Building
305 E. Walnut St.
Green Bay, WI 54301

Re: Letter of Support for STEM Innovation Center

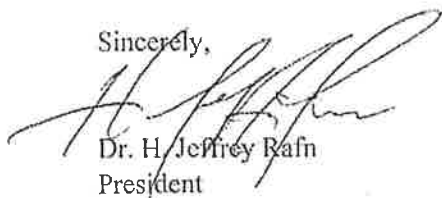
Dear Supervisor Erickson:

As president of Northeast Wisconsin Technical College and on behalf of the college, I strongly support the creation of a STEM Innovation Center as proposed by County Executive Troy Streckenbach. Brown County is uniquely positioned to be a leader in science, technology, engineering, and mathematics (STEM). Its vibrant manufacturing base, strong K-12 education districts, and excellent higher education institutions make Brown County an ideal location to spawn new ideas and entrepreneurial activity in the STEM arena.

NWTC is committed to partnering with its higher education colleagues, UWGB, St. Norbert, Bellin College, and the Medical College of Wisconsin in strategic planning, resource sharing, and program development. The STEM Innovation Center will serve as the catalyst and sustainer of these partnerships. Time and again, national research and case studies have demonstrated that communities that experience the growth of high value, high skill jobs have at their core applied research centers. While NWTC has focused on developing new programs in the engineering technologies and is widely known for its strong manufacturing and health science education, the creation of the STEM Innovation Center will make it possible to redouble our success in these areas. For instance, NWTC looks forward to supporting and growing the emerging partnership for a mechanical engineering program with UWGB.

I urge you and the PD&T Committee to support the STEM Innovation Center by providing the means to conduct the planning and design of such a facility. I am confident that one day we will look back and see that this was one of the most significant economic and educational developments in which Brown County engaged.

Sincerely,



Dr. H. Jeffrey Rafn
President

C – Patrick Moynihan
Troy Streckenbach

GREEN BAY CAMPUS
2740 W. Mason St., P. O. Box 19042
Green Bay, WI 54307-9042
(920) 498-5400

MARINETTE CAMPUS
1601 University Dr.
Marinette, WI 54143
(715) 735-9361

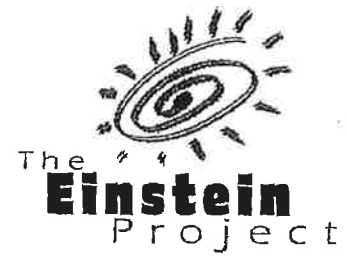
STURGEON BAY CAMPUS
229 N. 14th Ave.
Sturgeon Bay, WI 54235-1317
(920) 746-4900

or call toll-free (800) 422-NWTC

4b

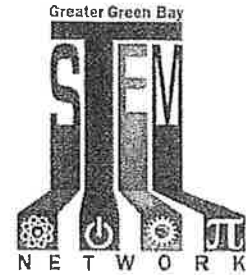
October 17, 2016

Bernie Erickson
Supervisor and PD&T Chairman
Brown County – Northern Building
305 E. Walnut St.
Green Bay, WI 54301



Re: Letter of support for STEM Innovation Center

Dear Supervisor Erickson,



I'm writing to you today on behalf of both The Einstein Project and the Greater Green Bay STEM Network. This letter is but a small piece of the strong support both organizations feel in regards to the development of a STEM Innovation Center.

The Einstein Project has long served as a quiet leader in the field of preK-8th grade STEM education in Northeast Wisconsin. Founded 25 years ago to provide the critical link between industry and early high quality STEM focused education, The Einstein Project serves approximately 60,000 students in our area annually.

Employers in this community should benefit from the fact that students in Brown County schools have had the "lightbulb turned on" in regards to STEM education at an early age. However, we are aware of the brain drain that occurs when some of our best and brightest leave our community to find an environment that encourages exactly what the STEM Innovation Center would provide. It is the hope of The Einstein Project that we can be a part of something even bigger than us...a movement toward a community that has no breaks in the STEM education pipeline from preK through employment in the workforce.

It is that same thought that led me to bring together partners from all over the STEM education community 3 years ago and to found the Greater Green Bay STEM Network. This group of STEM education providers and industry partners are working diligently to foster a community of collaboration around science, technology, engineering and math learning opportunities. We work together to seek out and fill any gaps in the STEM educational community. This group strongly supports the STEM Innovation Center.

What better place for our partners to support innovation, education and entrepreneurship?

For all the reasons I've highlighted (and many more that cannot reasonably fit within a letter of support), I strongly support Brown County's STEM Innovation Center. If I can be of any assistance in driving this project forward or providing more information please do not hesitate to contact me.

Sincerely,



Kelly Ellis

Executive Director – The Einstein Project
Team Leader – Greater Green Bay STEM Network

PS – I thought you might be interested in knowing the mission statements for the two organizations I represent, so here you go:

The Einstein Project's Mission:

Elevating STEM education by enriching student learning and enhancing educator knowledge through interactive experiences.

Greater Green Bay STEM Network's Mission:

Through the Greater Green Bay STEM Network, business and educational partners collaborate to:

- Advocate for and Increase awareness of the importance of Science, Technology, Engineering & Math
- Vet and evaluate the effectiveness of STEM opportunities
- Improve community access to STEM resources

Cc: Patrick Moynihan, County Board Chairman

Troy Streckenbach, County Executive



GREATER GREEN BAY CHAMBER

October 14, 2016

Bernie Erickson
Supervisor and PD&T Committee Chairman
Brown County
Northern Building
305 E. Walnut St.
Green Bay, WI 54301

Re: Letter of support for STEM Innovation Center

Dear Supervisor Erickson,

The Grater Green Bay Chamber and Advance are currently in the process of creating an economic development strategy for the Greater Green Bay area. While our strategic planning process is still ongoing, it is no secret that one of our focus areas is to promote and support innovation and entrepreneurship. Across the country, local engineering programs have proven to be economic engines that accelerate growth, innovation and entrepreneurship - the Greater Green Bay area is primed to follow suit.

In today's globally competitive environment, companies have many places to relocate to, or consolidate in. Increasingly, talent no longer follows employment opportunities, instead companies relocate or build close to where talent is readily available. The future of entrepreneurship in this region depends on having a robust economic ecosystem which includes a university with more programs in science, technology, mathematics, engineering and business. The presence of the STEM Innovation Center will allow us to build that pipeline of educated and skilled workers that our employers so desperately need.

Nationwide it is well established that STEM initiatives, combined with engineering programs, frequently produce inventions and patents. These innovations will need resources to actualize their market potential and I cannot think of a better area, with our manufacturing industry cluster, to commercialize these patents and have those products manufactured than right here in the Greater Green Bay area!



GREATER GREEN BAY CHAMBER

For the reasons above, I strongly support of the County's STEM Innovation Center, an emerging center of excellence for the region.

Yours sincerely,

Peter Zaehring /s/
Vice President Economic Development

cc: Patrick Moynihan, County Board Chairman
Troy Streckenbach, County Executive
Brown County PD&T Committee



October 14, 2016

Mr. Bernie Erickson, Chair
Planning, Development and Transportation Committee
Brown County Board of Supervisors
305 E. Walnut St., Ste. 219
Green Bay, WI 54301

GARY L. MILLER
Chancellor

Dear Chair Erickson:

It is with great excitement that I urge you and the Planning, Development and Transportation Committee to support the allocation of planning funds for the Science, Technology, Engineering and Mathematics (STEM) Innovation Center that was announced yesterday.

As you know, the University of Wisconsin-Green Bay has embarked on a new vision for the future intended to position the University as a key value-adding partner in economic growth, workforce development and in creating a vibrant social and cultural environment in Green Bay and Brown County.

An important part of this vision is the establishment of new programs in engineering and other areas of science and technology, both to meet regional workforce needs and to support the strategic growth in innovation and entrepreneurship in the county. The STEM Innovation Center is an exceptionally forward thinking and innovative catalyst to this effort. Such a center will serve as a focal point for collaboration among all educational entities (especially K12, NWTC and UWGB), business, and government. The STEM Innovation Center will also be unique to this region and, thus, will provide the community with extensive collaborative opportunities.

It is important to know that UWGB is committed to bringing engineering programs to this region. Last week, we began the process with the UW System to initiate a Baccalaureate degree in Mechanical Engineering. This degree will complement our three existing Engineering Technology degree programs (electrical, mechanical and environmental) and is the first of several engineering degree programs we will propose in the coming years. The STEM Innovation Center is key to our success in getting those programs approved.

I want to express my deep commitment to this project. My staff and I will work closely with the planners of the physical facilities and the business plan as appropriate.

Thank you for your consideration.

Sincerely,

Gary L. Miller
Chancellor

C: Patrick Moynihan, Brown County Board Chair
Tom Sieber, Supervisor
Troy Streckenbach, County Executive

I N N O V A T I O N T R A N S F O R M A T I O N P L A C E

4b

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

**RESOLUTION APPROVING NEW OR CHANGES TO EXISTING
EMPLOYEE BENEFITS DURING THE 2017 BUDGET PROCESS**

WHEREAS, the Brown County Executive submits a proposed budget to the Brown County Board of Supervisors for their consideration each year; and,

WHEREAS, this resolution reflects the changes to Brown County employee benefits contained in the 2017 budget.

NOW, THEREFORE, BE IT RESOLVED, by the Brown County Board of Supervisors, the following changes to the employee benefits requested through the 2017 budget process to be effective January 1, 2017; and,

BE IT FURTHER RESOLVED, premium contributions will be ~~17% for all covered employees.~~ weighted per the chart below for all covered employees. The premium rate will be based upon the individual Personal Health Assessment Score, subject to non-participants having the option to test prior to the benefit year starting; and,

Personal Health Assessment (PHA) Level and Points	Percent Paid of Total Cost	Coverage	Amount per Month
Non –Participant	25%	Single / Family	\$127.88 / \$340.32
Tobacco User	20%	Single / Family	\$102.30 / \$272.26
Standard (60 Points and below)	13%	Single / Family	\$66.50 / \$176.96
Bronze 61 – 70 Points	12%	Single / Family	\$61.38 / \$163.36
Silver 71 – 85 Points	11.5%	Single / Family	\$58.52 / \$156.54
Gold 86 – 100 Points	11%	Single / Family	\$56.26 / \$149.74

BE IT FURTHER RESOLVED, the Health Reimbursement Account (HRA) contributions will be reduced by 50% for all covered employees. Contributions will continue to be based upon the Personal Health Assessment (PHA) result.

PHA Level and Points	HRA % County Contribution	County Contribution Amounts Single/Family
Non-Participant	0%	\$0
Tobacco User	20%	\$105 / \$210
Standard < 60 Points	40%	\$210 / \$420
Bronze 61 – 70 Points	60%	\$315 / \$630
Silver 71 – 85 Points	80%	\$420 / \$840
Gold 86 – 100 Points	100%	\$525 / \$1,050

~~BE IT FURTHER RESOLVED, employees wishing to improve their PHA Score will be outcome based, requiring employees to retest to validate the change in their Points and Funding levels. Scores will be retroactive back to the beginning of the year, for both improvements, and declines in the new results.~~

BE IT FURTHER RESOLVED, the process regarding employees wishing to improve their PHA Score will be outcome based, requiring employees to retest to validate the change in their points and premium levels. If employees think they are unable to meet a standard for a reward under this wellness program, they may qualify for an opportunity to earn the same reward by a different means Reasonable Alternative Standard (RAS). Improvements will be retroactive to the beginning of the year for the employee premium; and,

BE IT FURTHER RESOLVED, there will be no quarterly contributions to the Health Reimbursement Account (HRA), nor any wellness incentives added; and,

BE IT FURTHER RESOLVED, ~~HRA dollars may no longer be utilized for 213d eligible expenses. The HRA dollars may only be utilized to meet deductibles, co-insurance payments, and co-pays. HRA funds in excess of the single/family deductible on December 31 of the benefit~~

~~year, will be forfeited and will no longer be rolled over into the following benefit year, or into a VEBA.~~

~~BE IT FURTHER RESOLVED, employees who terminate employment with Brown County will have 90 days to submit claims for services received prior to their termination date. After 90 days, funds will return to the county's General Health Fund.~~

BE IT FURTHER RESOLVED, employees who terminate employment with Brown County who have a HRA balance will have 90 days to submit claims for services received prior to their termination date. After 90 days, unused balances will return to the county's General Health and Dental Fund; and,

~~BE IT FURTHER RESOLVED, the county's administrator for the Voluntary Employee Beneficiary Association (VEBA), will change from Brown County to the individual employee account holders. Employees who have a VEBA account will pay their own monthly administrative fees.~~

BE IT FURTHER RESOLVED, the payment of administration fees for the Voluntary Employee Beneficiary Association (VEBA), will change from Brown County to the individual employee account holders. Employees who have a VEBA account will pay their own monthly administrative fees through an automatic deduction from their account; and,

~~BE IT FURTHER RESOLVED, Long Term Disability Payments will reduce to 60% of a person's salary up to \$5,000 monthly, and will now end at the Social Security Normal Retirement Age (65).~~

BE IT FURTHER RESOLVED, Long Term Disability Payments will reduce to 60% of a person's salary up to \$5,000 monthly, and will now end at the individual's Social Security Normal Retirement Age; and,

~~BE IT FURTHER RESOLVED, retiree premiums will be increased to cover the loss that group has incurred from the prior year.~~

BE IT FURTHER RESOLVED, retiree health insurance premiums will be increased to cover the projected loss for the retiree cost pool for the calendar year 2016; and,

BE IT FURTHER RESOLVED, the county's third party administrator for Workman's Compensation claims will switch from Willis of Wisconsin to Wisconsin Municipal Mutual Insurance Company; and,

BE IT FURTHER RESOLVED, the county will switch its' Pharmacy Plan Benefit Manager to RX Benefits Express Scripts; and,

~~BE IT FURTHER RESOLVED, all employees will receive a one percent (1%) performance based pay bonus.~~

BE IT FURTHER RESOLVED, employees will be eligible for up to a one percent (1%) performance based pay bonus to be paid out at the end of year; and,

BE IT FURTHER RESOLVED, the vendors named on the attached spreadsheet are the current vendors approved for the 2017 Benefits.

Budget Impact: *There is no projected levy impact in the proposed changes in the 2017 budget.*

Respectfully submitted,
ADMINISTRATION COMMITTEE &
EXECUTIVE COMMITTEE

Approved By:

TROY STRECKENBACH
COUNTY EXECUTIVE (Date)

Authored by Human Resources

Approved by Corporation Counsel's Office

BOARD OF SUPERVISORS ROLL CALL # _____

Motion made by Supervisor _____

Seconded by Supervisor _____

SUPERVISORS	DIST. #	AYES	NAYS	ABSTAIN	EXCUSED
SIEBER	1				
DE WANE	2				
NICHOLSON	3				
HOYER	4				
GRUSZYNSKI	5				
LEFEBVRE	6				
ERICKSON	7				
ZIMA	8				
EVANS	9				
VANDER LEEST	10				
BUCKLEY	11				
LANDWEHR	12				
DANTINNE, JR	13				

SUPERVISORS	DIST. #	AYES	NAYS	ABSTAIN	EXCUSED
BRUSKY	14				
BALLARD	15				
KASTER	16				
VAN DYCK	17				
LINSSEN	18				
KNEISZEL	19				
CLANCY	20				
CAMPBELL	21				
MOYNIHAN, JR.	22				
BLOM	23				
SCHADEWALD	24				
LUND	25				
BECKER	26				

Total Votes Cast _____

Motion: Adopted _____ Defeated _____ Tabled _____

HUMAN RESOURCES DEPARTMENT

Brown County

305 E. WALNUT STREET
P.O. BOX 23600
GREEN BAY, WI 54305-3600



PHONE (920) 448-4071 FAX (920) 448-6277 WEB: www.co.brown.wi.us

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE: 09/27/16
REQUEST TO: Administration Committee
MEETING DATE: October 5, 2016
REQUEST FROM: Pete Bilski
Interim Human Resources Director

REQUEST TYPE: ☒ New resolution ☐ Revision to resolution
☐ New ordinance ☐ Revision to ordinance

TITLE: Resolution Approving New or Changes to Existing Employee Benefits During the 2017 Budget Process

ISSUE/BACKGROUND INFORMATION:

A resolution reflecting the changes to Brown County employee benefits contained in the Executive's 2017 proposed budget.

ACTION REQUESTED:

Approve the Brown County employee benefits for the 2017 budget.

FISCAL IMPACT:

NOTE: This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. Is there a fiscal impact? ☒ Yes ☐ No
 - a. If yes, what is the amount of the impact? \$ _____
 - b. If part of a bigger project, what is the total amount of the project? \$ _____
 - c. Is it currently budgeted? ☒ Yes ☐ No It is reflected in the 2017 budget.
 1. If yes, in which account? _____
 2. If no, how will the impact be funded? _____

☒ **COPY OF RESOLUTION OR ORDINANCE IS ATTACHED**

Benefit	2016 Carrier	2017 Carrier	2016 Admin Fee	2017 Admin Fee	Term	2016 Monthly Premium	2017 Monthly Premium	Description
Health	Health Insurance	UMR-UHC Choice	UMR	Admin Fee: \$38.07/PEPM	1/1/2017-12/31/19	Single: \$519.37 Family: \$1,382.09 Employee Participant (Single): \$62.32 Employee Participant (Family): \$165.85 County (Single): \$457.02 County (Family): \$1,162.23 Employee Non-Participant (Single): \$88.29 Employee Non-Participant (Family): \$234.95 County (Single): \$431.08 County (Family): \$1,147.14	Single: \$519.37 Family: \$1,382.09 Employee (Single): \$88.29 Employee (Family): \$234.95 County (Single): \$431.08 County (Family): \$1,147.14	Deductible: \$2,000 Single / \$4,000 Family (In-Network) -- \$4,000 Single / \$8,000 Family (Out-of-Network) Coinsurance: Tier 1: 90%, Tier 2: 80% Out of Network: 50% Out-of-Pocket Maximum: \$4,000 Single / \$8,000 Family (Tier 1 & 2 in Network) -- \$7,000 Single / \$14,000 Family (Out-of-Network) Office Copay: Tier 1: \$15, then 100%. Tier 2: \$30 then 80% Out of Network: Deductible and Coinsurance Prescription Drug Benefit: 20% / 25% / 35% to max. out of pocket \$1,500 Single/\$3,000 Family HRA Contribution: Based on PHA Score; Outcomes Based HAC program Wellness Benefit: \$200 Single / \$400 based on wellness criteria for 2017: Online Enrollment Access
	Stop Loss	Zurich	Zurich	Included in premium	1/1/2017-12/31/2017	County (Single): \$13.32 County (Family): \$40.10	Not Rerolled yet	Specific Deductible: \$350,000
	Pharmacy	OptumRx (through UMR)	RX Benefits - Express Scripts			1/1/2017-?	We pay the actual costs on a monthly basis, for the period 7/1/2015 to 6/30/2016 the net costs were \$194.19 PERM	\$2,000 Implementation Fee \$0.51 PERM Fee Out-of-Pocket Maximum: \$1,500 Single/\$3,000 Family Retail and Mail-In Copays: Generic: 20%; Formulary Brand: 25%; Non-Formulary Brand: 35%; Specialty: Not Provided
Dental	Dental Insurance \$1250 Plan	Delta Dental	Delta Dental	Admin Fee: \$5.45 PERM 3 Yr RG	1/1/2017-12/31/2018	Single: \$39.68 Family: \$111.61 Employee (Single): \$1.49 twice a month Employee (Family): \$4.19 twice a month County (Single): \$36.70 County (Family): \$103.23	Fastest Only (County) will pick up any rate increase here) Single: \$40.30 Family: \$113.36 Employee (Single): \$1.49 twice a month Employee (Family): \$4.19 twice a month County (Single): \$37.32 County (Family): \$104.95	Deductible: None Preventative/Basic/Major/Ortho: 100% / 80% / 80% Ortho Limit: 50% to \$1500 Maximum per year: \$1250
	Dental Insurance Voluntary Plan	Dental Associates / Care Plus	Dental Associates / Care Plus	N/A	1/1/2017-12/31/2017	Single: \$32.99 Family: \$100.21 Employee (Single): \$1.24 twice a month Employee (Family): \$3.76 twice a month County (Single): \$30.51 County (Family): \$92.69	Single: \$34.31 Family: \$104.22 Employee (Single): \$1.24 twice a month Employee (Family): \$3.76 twice a month County (Single): \$31.83 County (Family): \$96.70	Deductible: None Maximum per year: \$2,500 Preventative/Basic/Major/Ortho: 100% / 100% / 100% Ortho Limit: 50% to \$2500
Vision & Ancillary	Voluntary Vision	EyeMed	EyeMed	N/A	1/1/2017-12/31/2020	Employee Paid: Single \$7.08 Family \$18.03	Employee Paid: Single \$7.08 Family \$18.03	Exam with Dilatation: \$10 Copay (In-Network) / Up to \$30 (Out of Network) Exam Options: Standard Contact Lens: Up to \$55 (In-Network Only) Premium Contact Lens: 10% of fiscal (In-Network Only) Frames: \$0 Copay; \$120 Allowance, 20% off balance over \$120 Standard Lenses: \$25 Copay Contact Lenses: Conventional \$0 copay; \$120 Allowance, 15% off balance over \$120 Disposable \$0 Copay; \$120 Allowance, plus balance over \$120 Medically Necessary \$0 Copay, Paid in Full
								Frequency: 12/12/24 (Exam/Lenses/Frames)

Benefit	2016 Carrier	2017 Carrier	2016 Admin Fee	2017 Admin Fee	Term	2016 Monthly Premium	2017 Monthly Premium	Description
COBRA Administration	Employee Benefits Corporation (EBC)	Employee Benefits Corporation (EBC)	COBRA: \$6.00 PPM and \$10 per event	COBRA: \$6.00 PPM and \$10 per event	1/1/2015-12/31/2019* may terminate sooner			Sends required notifications when employees separate from employment. Also manages COBRA premiums for separated employees.
Flexible Spending Account (FSA) Administration	Employee Benefits Corporation (EBC)	Employee Benefits Corporation (EBC)	FSA: \$2.50 PPM; plus \$1.50 HRA: \$3.00 PPM; plus \$300	FSA: \$2.50 PPM; plus \$1.50 HRA: \$3.00 PPM; plus \$300	1/1/2015-12/31/2019* may terminate sooner	N/A	N/A	No Changes Proposed to the Medical Plan or FSA in 2017. Proposed HRA changes in 2017: May only be used for deductibles, copays and coinsurance; may not be used for 232 expenses; reduce HRA contribution amount by 50% for each PFA-level; non-PFA participants will not receive an HRA contribution; HRA dollars will be capped at single deductible \$2,000 single/\$4,000 family (excess dollars will be forfeited and cannot be rolled over when an employee terminates employment; HRA dollars will be forfeited and cannot be used; COBRA will be offered; All VEBA's are required by law to have Trustees
VEBA Trustee	VOYA	VOYA	0.025 Shareholder service fee taken from Account balance	0.025 Shareholder service fee taken from Account balance	1/1/2017-????	N/A	N/A	Proposed changes for 2017: Elimination of HRA rollover dollars into VEBA; employees to pay administration fees (fees may be less if new vendor is put in place).
VEBA Administration	Genesis	Genesis	\$9.00/PPM Administration 625% quarterly shareholder service fee \$250 minimum monthly fee (excluding asset based fees or fees charged to Participant accounts)	\$9.00/PPM Administration 625% quarterly shareholder service fee \$250 minimum monthly fee (excluding asset based fees or fees charged to Participant accounts)	1/1/2015-12/31/2019* may terminate sooner	N/A	N/A	Sends required notifications when employees refer from employment for continuation of health coverage. Also manages retiree premiums.
Retiree Billing Administration	Benefit Advantage	Benefit Advantage	\$2.50 PPM; min. of \$50; \$200 fee if health plan changes	\$2.50 PPM; min. of \$50; \$200 fee if health plan changes	1/1/2017-12/31/2017	N/A	N/A	Administering the Federal & Wisconsin FML leaves (removed paid family leave calendar benefit)
FMLA Administration	The Standard	The Standard	\$2.10 PPM	\$2.10 PPM	1/1/2017-12/31/2019	N/A	N/A	Class 1 & 2: Weekly Benefit: 75% with No Maximum 1st day Accident / 4th day Sickness Class 3: Weekly Benefit: 60% with No Maximum 1st day Accident / 4th day Sickness
Short Term Disability Administration	The Standard	The Standard	\$3.35 PPM	\$3.35 PPM	1/1/2017-12/31/2019	N/A	N/A	2016 Monthly Benefit: 66.23% of monthly salary to max of \$5,000; Proposed 2017 Monthly Benefit 60% of monthly salary to max of \$5,000; Also Proposed 2017 remove lifetime security benefit and change definition of disability to AND instead of OR
Class 1: Bargaining Unit								Elimination Period: 380 days
Class 2: ASRC Members								
Class 3: All other members								
Long Term Disability								
Voluntary Accident	United Healthcare	United Healthcare	N/A 100% Employee Funded	N/A 100% Employee Funded	1/1/2018	Rate Table	Rate Table	
Voluntary Critical Illness								
Personal Health Assessments	Bellin Health Solutions	Bellin Health Solutions	\$60.00 per PFA \$25 per PSA \$50/hr coaching fee	\$60.00 per PFA \$25 per PSA \$50/hr coaching fee	1/1/2017-12/31/2017			
FastCare	Bellin Health Solutions	To Be Determined	\$26,715 / Per Year	PPP for services	Through 12/31/2016	Included in Admin Fees		Current vendor is unable to pinpoint any cost savings associated with the visit. Will look for a vendor who can validate savings
On-Site PMS Services	Bellin Health Solutions	Bellin Health Solutions	\$45.50/hr for Occ. Nurse and \$50/hr for Wellness Nurses	No info yet	12/2013 - 12/2017	N/A	N/A	
Employee Assistance Program	Employee Resource Center	Employee Resource Center	\$2.10 PPM 4 hours of on-site critical incident response per incident; additional hours are billed at \$250/hr	\$2.10 PPM 4 hours of on-site critical incident response per incident; additional hours are billed at \$250/hr	1/1/2015-12/31/2019	N/A	N/A	\$5 session face-to-face EAP counseling model, with supportive telephonic counseling
Health Benefit Consultant	M3	M3	\$4774.00/month	TBD	6/1/2016-5/31/2017 with one 2-year renewal thru 5/31/2019	N/A	N/A	Helps manage risk, purchase insurance and other benefits, consultants on reporting requirements, provides data analysis and supports staff with administration and vendor support.
Worker's Compensation	Office of Wisconsin Manufacturers and Commerce Services	Wisconsin Municipal Insurance Company (WOMIC)	\$135 per medical claim under \$1,000 \$565 per medical claim over \$1,000 \$1.50 per claim for lost time and permanent impairment/disability	\$135 for all medical only claims \$1,000 for all loss time/impairment/disability	1/1/2012-12/31/2024 with 1 year renewals	N/A	N/A	

November 2, 2016

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

RESOLUTION APPROVING NEW OR DELETED POSITIONS
DURING THE 2017 BUDGET PROCESS IN THE
CHILD SUPPORT TABLE OF ORGANIZATION AND THE
CORPORATION COUNSEL TABLE OF ORGANIZATION

WHEREAS, a New Position or Position Deletion Request was submitted by the Child Support Department and the Corporation Counsel Department (“Departments”) during the 2017 budget process; and,

WHEREAS, the Human Resources Department has reviewed the request with the Departments; and,

WHEREAS, the Departments have evaluated the workload to support the new changes and have identified positions to be added and/or eliminated from the table of organization; and

WHEREAS, there are three attorneys in the Corporation Counsel Department currently performing 100% dedicated time to the child support program in the Child Support Department; and,

WHEREAS, the Departments have requested to transfer these attorney positions from the Corporation Counsel table of organization to the Child Support table of organization so 100% of the dedicated time for these attorneys will be billable to the State IV-D Program; and,

WHEREAS, the transfer of these positions and the change in billing will create a levy savings and eliminate the need for the execution of an annual Cooperative Agreement between the Departments; and,

WHEREAS, the Departments have requested to delete (1.00) FTE Lead Assistant Corporation Counsel position and delete (2.00) FTE Assistant Corporation Counsel positions from the Corporation Counsel table of organization; and,

WHEREAS, the Departments have requested to add 1.00 FTE Lead Assistant Corporation Counsel position and add 2.00 FTE Assistant Corporation Counsel positions to the Child Support table of organization; and,

NOW, THEREFORE, BE IT RESOLVED, by the Brown County Board of Supervisors, the Corporation Counsel table of organization be changed by deleting (1.00) FTE Lead Assistant Corporation Counsel position and deleting (2.00) FTE Assistant Corporation Counsel positions.

BE IT FURTHER RESOLVED, the Child Support table of organization be changed by adding 1.00 FTE Lead Assistant Corporation Counsel position and adding 2.00 FTE Assistant Corporation Counsel positions; requested through the 2017 budget process to be effective January 1, 2017.

Budget Impact – Corporation Counsel:

Position Title	FTE	Addition/ Deletion	Salary	Fringe	Total
Lead Assistant Corporation Counsel	(1.00)	Deletion	\$(76,128)	\$(26,248)	\$(102,376)
Assistant Corporation Counsel	(2.00)	Deletion	\$(133,578)	\$(40,578)	\$(174,156)
Total 2017 Budget Impact – Corporation Counsel					\$(276,532)

Budget Impact – Child Support:

Position Title	FTE	Addition/ Deletion	Salary	Fringe	Total
Lead Assistant Corporation Counsel	1.00	Addition	\$ 76,128	\$26,248	\$102,376
Assistant Corporation Counsel	2.00	Addition	\$133,578	\$40,578	\$174,156
Total 2017 Budget Impact – Child Support					\$276,532

Budget Impact: *The fiscal change of this resolution is reflected in the 2017 budget.*

Respectfully submitted,
ADMINISTRATION COMMITTEE &
EXECUTIVE COMMITTEE

HUMAN RESOURCES DEPARTMENT

Brown County

305 E. WALNUT STREET
P.O. BOX 23600
GREEN BAY, WI 54305-3600



PHONE (920) 448-4071 FAX (920) 448-6277 WEB: www.co.brown.wi.us

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE: 09/27/16
REQUEST TO: Administration Committee
MEETING DATE: October 5, 2016
REQUEST FROM: Pete Bilski
Interim Human Resources Director

REQUEST TYPE: ☒ New resolution ☐ Revision to resolution
☐ New ordinance ☐ Revision to ordinance

TITLE: Resolution Approving New or Deleted Positions During the 2017 Budget Process In The Child Support and Corporation Counsel Table of Organizations

ISSUE/BACKGROUND INFORMATION:

A New Position or Position Deletion Request was submitted by the Child Support and Corporation Counsel Departments during the 2017 budget process.

ACTION REQUESTED:

Make the following changes to the Corporation Counsel Department table of organization:

- Delete (1.00) FTE Lead Assistant Corporation Counsel
- Delete (2.00) FTE Assistant Corporation Counsel

Make the following changes to the Child Support Department table of organization:

- Add 1.00 FTE Lead Assistant Corporation Counsel
- Add 2.00 FTE Assistant Corporation Counsel

FISCAL IMPACT:

NOTE: This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. Is there a fiscal impact? ☐ Yes ☒ No
 - a. If yes, what is the amount of the impact? \$ _____
 - b. If part of a bigger project, what is the total amount of the project? \$ _____
 - c. Is it currently budgeted? ☒ Yes ☐ No It is reflected in the 2017 budget.
 1. If yes, in which account? _____
 2. If no, how will the impact be funded? _____

☒ **COPY OF RESOLUTION OR ORDINANCE IS ATTACHED**

8

November 2, 2016

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

RESOLUTION APPROVING NEW OR DELETED POSITIONS
DURING THE 2017 BUDGET PROCESS IN THE
HUMAN RESOURCES TABLE OF ORGANIZATION

WHEREAS, a New Position or Position Deletion Request was submitted by the Human Resources Department (“Department”) during the 2017 budget process; and,

WHEREAS, the Department has evaluated the workload to support the new changes and has identified positions to be added and/or eliminated from the table of organization; and

WHEREAS, after a thorough review of the needs of the department and the employees and customers they serve, the Department has requested to reorganize the Department so they can begin to focus more closely on comprehensive training and development of current and future staff as well as talent recruitment and retention; and,

WHEREAS, the Department has requested to reorganize their table of organization by deleting a vacant (1.00) FTE Organizational Development Coordinator position and adding 1.00 FTE Employee Relations Manager position and adding 1.00 FTE Human Resources Analyst position; and,

NOW, THEREFORE, BE IT RESOLVED, by the Brown County Board of Supervisors, the Human Resources table of organization be changed by deleting (1.00) FTE Organizational Development Coordinator position in Pay Grade 7 and adding 1.00 FTE Employee Relations Manager position in Pay Grade 7 and adding 1.00 FTE Human Resources Analyst position in Pay Grade 13; requested through the 2017 budget process to be effective January 1, 2017.

Budget Impact:

Position Title	FTE	Addition/ Deletion	Salary	Fringe	Total
Organizational Development Coordinator	(1.00)	Deletion	\$(62,941)	\$(19,318)	\$(82,259)
Employee Relations Manager	1.00	Addition	\$ 69,992	\$ 19,971	\$ 89,963
Human Resources Analyst	1.00	Addition	\$ 47,154	\$ 16,597	\$ 63,751
Total 2017 Budget Impact – Human Resources					\$ 71,455

Budget Impact: *The fiscal change of this resolution is reflected in the 2017 budget.*

Respectfully submitted,
ADMINISTRATION COMMITTEE &
EXECUTIVE COMMITTEE

Approved By:

COUNTY EXECUTIVE (Date)

COUNTY CLERK (Date)

COUNTY BOARD CHAIR (Date)

Authored by Human Resources

Approved by Corporation Counsel's Office

BOARD OF SUPERVISORS ROLL CALL # _____

Motion made by Supervisor _____

Seconded by Supervisor _____

SUPERVISORS	DIST. #	AYES	NAYS	ABSTAIN	EXCUSED
SIEBER	1				
DE WANE	2				
NICHOLSON	3				
HOYER	4				
GRUSZYNSKI	5				
LEFEBVRE	6				
ERICKSON	7				
ZIMA	8				
EVANS	9				
VANDER LEEST	10				
BUCKLEY	11				
LANDWEHR	12				
DANTINNE, JR	13				

SUPERVISORS	DIST. #	AYES	NAYS	ABSTAIN	EXCUSED
BRUSKY	14				
BALLARD	15				
KASTER	16				
VAN DYCK	17				
LINSEN	18				
KNEISZEL	19				
CLANCY	20				
CAMPBELL	21				
MOYNIHAN, JR.	22				
BLOM	23				
SCHADEWALD	24				
LUND	25				
BECKER	26				

Total Votes Cast _____

Motion: Adopted _____ Defeated _____ Tabled _____

Brown County

The seal of Brown County, Wisconsin, is a circular emblem. It features a central illustration of a red-roofed building, likely a courthouse or government building, with a clock tower. The words "Brown County" are written in a blue arc at the top, and "Established 1818" is written in a blue arc at the bottom. Two small blue stars are positioned on the left and right sides of the seal.

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

November 2, 2016

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

RESOLUTION APPROVING NEW OR DELETED POSITIONS
DURING THE 2017 BUDGET PROCESS IN THE
TECHNOLOGY SERVICES TABLE OF ORGANIZATION

WHEREAS, a New Position or Position Deletion Request was submitted by the Technology Services Department (“Department”) during the 2017 budget process; and,

WHEREAS, the Department has evaluated the workload to support the new changes and has identified positions to be added and/or eliminated from the table of organization; and

WHEREAS, due to the elimination of funding, the Department has requested to delete the following vacant positions: delete (1.00) FTE Share Point Administrator position, delete (1.00) FTE Enterprise Systems Analyst II position and delete (1.00) FTE LTE Project Manager position; and,

WHEREAS, the duties and responsibilities of the Enterprise Network and Infrastructure Manager position have increased while managing the Brown County Community Area Network (“BCCAN”) enterprise fund. BCCAN saves the county significant operational funds and has grown to over 55 miles of fiber. This infrastructure requires regular review, maintenance and oversight. This provides benefit to Brown County, K-12 schools throughout the county, NWTC, municipalities and other entities such as NEWEye and 3GI. The duties continue to expand and the budget continues to grow as more entities participate in the BCCAN infrastructure; and,

WHEREAS, the Department has requested to increase the salary of the Enterprise Network and Infrastructure Manager position from \$72,467 to \$81,765 based on the increased duties and responsibilities; and,

NOW, THEREFORE, BE IT RESOLVED, by the Brown County Board of Supervisors, the Technology Services table of organization be changed by deleting (1.00) FTE Share Point

Administrator position, deleting (1.00) FTE Enterprise Systems Analyst II position , and deleting (1.00) FTE Project Manager position.

BE IT FURTHER RESOLVED, the salary of the Enterprise Network and Infrastructure Manager position be increased to \$81,765; requested through the 2017 budget process to be effective January 1, 2017.

Budget Impact:

Position Title	FTE	Addition/ Deletion	Salary	Fringe	Total
Share Point Administrator	(1.00)	Deletion	\$(72,883)	\$(20,396)	\$(93,279)
Enterprise Systems Analyst II	(1.00)	Deletion	\$(50,710)	\$(17,122)	\$(67,832)
LTE Project Manager	(1.00)	Deletion	\$(66,118)	\$(18,076)	\$(84,194)
Salary Adjustment:					
Enterprise Network & Infrastructure Mgr.	(1.00)	Deletion	\$(72,467)	\$(25,867)	\$(98,334)
	1.00	Addition	\$ 81,765	\$ 27,255	\$ 109,020
Total 2017 Budget Impact – Technology Services					\$(234,619)

Budget Impact: *The fiscal change of this resolution is reflected in the 2017 budget.*

Respectfully submitted,
ADMINISTRATION COMMITTEE &
EXECUTIVE COMMITTEE

Approved By:

COUNTY EXECUTIVE (Date)

COUNTY CLERK (Date)

COUNTY BOARD CHAIR (Date)

Authored by Human Resources

Approved by Corporation Counsel's Office

HUMAN RESOURCES DEPARTMENT



305 E. WALNUT STREET
P.O. BOX 23600
GREEN BAY, WI 54305-3600



PHONE (920) 448-4071 FAX (920) 448-6277 WEB: www.co.brown.wi.us

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE: 09/27/16
REQUEST TO: Administration Committee
MEETING DATE: October 5, 2016
REQUEST FROM: Pete Bilski
Interim Human Resources Director

REQUEST TYPE: ☒ New resolution ☐ Revision to resolution
☐ New ordinance ☐ Revision to ordinance

TITLE: Resolution Approving New or Deleted Positions During the 2017 Budget Process In The Technology Services Table of Organization

ISSUE/BACKGROUND INFORMATION:

A New Position or Position Deletion Request was submitted by the Technology Services Department during the 2017 budget process.

ACTION REQUESTED:

Make the following changes to the Technology Services Department table of organization:

- Delete (1.00) FTE Share Point Administrator
- Delete (1.00) FTE Enterprise Systems Analyst II
- Delete (1.00) FTE Project Manager
- Salary Adjustment - Enterprise Network & Infrastructure Manager
 - Delete (1.00) FTE Enterprise Network & Infrastructure Manager @ \$72,467
 - Add 1.00 FTE Enterprise Network & Infrastructure Manager @ \$81,765

FISCAL IMPACT:

NOTE: This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. Is there a fiscal impact? ☒ Yes ☐ No
 - a. If yes, what is the amount of the impact? Savings of (\$234,619)
 - b. If part of a bigger project, what is the total amount of the project? \$ _____
 - c. Is it currently budgeted? ☒ Yes ☐ No It is reflected in the 2017 budget.
 1. If yes, in which account? _____
 2. If no, how will the impact be funded? _____

☒ **COPY OF RESOLUTION OR ORDINANCE IS ATTACHED**

November 2, 2016

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

RESOLUTION APPROVING NEW OR DELETED POSITIONS
DURING THE 2017 BUDGET PROCESS IN THE
MEDICAL EXAMINER TABLE OF ORGANIZATION

WHEREAS, a New Position or Position Deletion Request was submitted by the Medical Examiner Department ("Department") during the 2017 budget process; and,

WHEREAS, the Department has evaluated the workload to support the new changes and has identified positions to be added and/or eliminated from the table of organization; and

WHEREAS, in 2016 Brown County entered into an intergovernmental agreement with Dane County for Medical Examiner oversight, administration and autopsy services. As part of that agreement, many new and more complete policies for death investigation have been implemented. These policies have caused the workload of the individual investigators to increase greatly; and,

WHEREAS, the use of part-time or pool investigators is difficult due to their availability, maintenance of skill, and ability to follow through with investigations due to outside commitments. This creates additional work for FTE staff to follow up and follow through on cases and creates a situation where surviving family members have to deal with multiple representatives from the Department; and,

WHEREAS, the Department has requested to add 1.00 FTE Medicolegal Investigator position in Pay Grade 12 of the Classification and Compensation Plan; and,

WHEREAS, a thorough study of the Deputy Lead Medicolegal Investigator position was also completed. Based on internal and external comparable data, plus the addition of supervisory responsibilities of the new Medicolegal Investigator position, the Deputy Lead Medicolegal

Investigator position should be reclassified from Pay Grade 16 to Pay Grade 12 in the Classification and Compensation Plan.

NOW, THEREFORE, BE IT RESOLVED, by the Brown County Board of Supervisors, the Medical Examiner table of organization be changed by adding 1.00 FTE Medicolegal Investigator position in Pay Grade 12 of the Classification and Compensation Plan.

BE IT FURTHER RESOLVED, the Deputy Lead Medicolegal Investigator position be reclassified to Pay Grade 12 in the Classification and Compensation Plan; requested through the 2017 budget process to be effective January 1, 2017.

Budget Impact:

Position Title	FTE	Addition/ Deletion	Salary	Fringe	Total
Medicolegal Investigator	1.00	Addition	\$ 47,486	\$ 16,647	\$ 64,133
Reclassification:					
Deputy Lead Medicolegal Investigator, PG 16	(1.00)	Deletion	\$(45,510)	\$(6,548)	\$(52,058)
Deputy Lead Medicolegal Investigator, PG 12	1.00	Addition	\$ 50,710	\$ 16,820	\$ 67,530
Medical Examiner Investigator(s) Funds		Deletion			\$(67,720)
Total 2017 Budget Impact – Medical Examiner					\$11,885

Budget Impact: *The fiscal change of this resolution is reflected in the 2017 budget.*

Respectfully submitted,
PUBLIC SAFETY COMMITTEE &
EXECUTIVE COMMITTEE

Approved By:

COUNTY EXECUTIVE (Date)

COUNTY CLERK (Date)

COUNTY BOARD CHAIR (Date)

Authored by Human Resources

Approved by Corporation Counsel's Office



PHONE (920) 448-4071 FAX (920) 448-6277 WEB: www.co.brown.wi.us

November 2, 2016

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

RESOLUTION APPROVING NEW OR DELETED POSITIONS
DURING THE 2017 BUDGET PROCESS IN THE
BROWN COUNTY LIBRARY TABLE OF ORGANIZATION

WHEREAS, a New Position or Position Deletion Request was submitted by the Brown County Library (Department), during the 2017 budget process; and,

WHEREAS, the Department has evaluated the workload to support the new changes and has identified positions to be added and/or eliminated from the table of organization; and

WHEREAS, the Department has requested to change the annual budgeted hours for the six (6) full time Youth Services Librarian positions by increasing the annual hours of each position by 130 hours each, from 1,950 to 2,080 hours each, a total increase of 780 hours, to expand the youth services program on an annual basis; and,

NOW, THEREFORE, BE IT RESOLVED, by the Brown County Board of Supervisors, that the annual hours for each of the six (6) full time Youth Services Librarian positions be increased by 130 hours each, from 1,950 to 2,080 hours each, a total increase of 780 hours; requested through the 2017 budget process to be effective January 1, 2017.

Budget Impact:

Position Title	Hours	Addition/ Deletion	Salary	Fringe	Total
Increase annual hours for six (6) full time Youth Services Librarians by 130 hours each	780 Hours	Addition	\$18,372	\$ 2,656	\$21,028
Total 2017 Budget Impact – Brown County Library					\$21,028

Budget Impact: The fiscal change of this resolution is not reflected in the 2017 budget. The Library Board has the sole discretion regarding the allocation of any funds it receives from the County. The intent of the additional levy allocation is outlined in the resolution.

Respectfully submitted,

EDUCATION & RECREATION COMMITTEE

12

EXECUTIVE COMMITTEE

Approved By:

TROY STRECKENBACH
COUNTY EXECUTIVE

Date Signed: _____

Authored by Human Resources

Approved by Corporation Counsel's Office

BOARD OF SUPERVISORS ROLL CALL # _____

Motion made by Supervisor _____

Seconded by Supervisor _____

SUPERVISORS	DIST. #	AYES	NAYS	ABSTAIN	EXCUSED
SIEBER	1				
DE WANE	2				
NICHOLSON	3				
HOYER	4				
GRUSZYNSKI	5				
LEFEBVRE	6				
ERICKSON	7				
ZIMA	8				
EVANS	9				
VANDER LEESE	10				
BUCKLEY	11				
LANDWEHR	12				
DANTINNE, JR	13				

SUPERVISORS	DIST. #	AYES	NAYS	ABSTAIN	EXCUSED
BRUSKY	14				
BALLARD	15				
KASTER	16				
VAN DYCK	17				
LINSSEN	18				
KNEISZEL	19				
CLANCY	20				
CAMPBELL	21				
MOYNIHAN, JR.	22				
BLOM	23				
SCHADEWALD	24				
LUND	25				
BECKER	26				

Total Votes Cast _____

Motion: Adopted _____ Defeated _____ Tabled _____

HUMAN RESOURCES DEPARTMENT

Brown County

305 E. WALNUT STREET
P.O. BOX 23600
GREEN BAY, WI 54305-3600



PHONE (920) 448-4071 FAX (920) 448-6277 WEB: www.co.brown.wi.us

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE: October 20, 2016
REQUEST TO: Executive Committee
MEETING DATE: October 24, 2016
REQUEST FROM: Pete Bilski
Interim Human Resources Director

REQUEST TYPE: ☒ New resolution ☐ Revision to resolution
☐ New ordinance ☐ Revision to ordinance

TITLE: Resolution Approving New or Deleted Positions During the 2017 Budget Process In The Brown County Library Table of Organization

ISSUE/BACKGROUND INFORMATION:

A New Position or Position Deletion Request was submitted by the Brown County Library during the 2017 budget process.

ACTION REQUESTED:

Make the following changes to the Brown County Library table of organization:

- Increase annual hours from 1,950 to 2,080 for six (6) full time Youth Services Librarian positions. Total budget increase of 780 hours.

FISCAL IMPACT:

NOTE: This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. Is there a fiscal impact? ☒ Yes ☐ No
 - a. If yes, what is the amount of the impact? \$21,082
 - b. If part of a bigger project, what is the total amount of the project? \$ _____
 - c. Is it currently budgeted? ☐ Yes ☒ No It is not reflected in the 2017 budget.
 1. If yes, in which account? _____
 2. If no, how will the impact be funded? _____

☒ **COPY OF RESOLUTION OR ORDINANCE IS ATTACHED**

12

November 2, 2016

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

RESOLUTION APPROVING NEW OR DELETED POSITIONS
DURING THE 2017 BUDGET PROCESS IN THE
NEW ZOO TABLE OF ORGANIZATION

WHEREAS, a New Position or Position Deletion Request was submitted by the NEW Zoo in the Zoo and Park Management Department (“Department”) during the 2017 budget process; and,

WHEREAS, the Department has evaluated the workload to support the new changes and has identified positions to be added and/or eliminated from the table of organization; and

WHEREAS, the Department is in need of additional administrative support to assist with processing daily deposits, financial transactions, membership processing support, group rentals, and related cash handling compliance items. The Department has requested to add 0.50 FTE Account Clerk position in Pay Grade 16; and,

WHEREAS, the Department has experienced an increase in demand for educational programming needs and could be getting additional use out of the new Education Center. The Department has requested to increase the Zoo Educator position from 0.80 FTE at \$8.75 per hour to 1.00 FTE at \$9.50 per hour; and,

WHEREAS, the Department has requested to add 2.00 FTE Zookeeper positions and increase a 0.85 FTE Zookeeper position to 1.00 FTE to reflect the Department’s current needs for professional zoo keeping to comply with the duties mandated by USDA Animal Welfare Act; and,

WHEREAS, the Department has requested to delete (2.00) FTE LTE Husbandry Assistant positions as the level of professional care and responsibility required with the animal collection aligns more closely with the Assistant Zookeeper position; and,

WHEREAS, the Department has requested to increase the wage of the LTE Concessionaire I position from \$7.90 per hour to \$8.25 per hour; and,

NOW, THEREFORE, BE IT RESOLVED, by the Brown County Board of Supervisors, the NEW Zoo table of organization be changed by adding 0.50 FTE Account Clerk position in Pay Grade 16; delete (0.80) FTE Zoo Educator position at \$8.75 per hour and add 1.00 FTE Zoo Educator position at \$9.50 per hour; add 2.00 FTE Assistant Zookeeper positions at \$13.64 per hour; delete (0.85) FTE Assistant Zookeeper position at \$11.48 per hour and add 1.00 FTE Assistant Zookeeper at \$11.48 per hour; delete (2.00) LTE Husbandry Assistant positions; increase the wage of the LTE Concessionaire I position to \$8.25 per hour; requested through the 2017 budget process to be effective January 1, 2017.

Budget Impact:

Position Title	FTE	Addition/ Deletion	Salary	Fringe	Total
Account Clerk, PG 16	0.50	Addition	\$ 16,328	\$ 12,046	\$ 28,374
Zoo Educator @ \$8.75/hour	(0.80)	Deletion	\$(14,560)	\$(2,242)	\$(16,802)
Zoo Educator @ \$9.50/hour	1.00	Addition	\$ 19,760	\$ 3,045	\$ 22,805
Assistant Zookeeper @ \$13.64/hour	2.00	Addition	\$ 56,742	\$ 28,226	\$ 84,968
Assistant Zookeeper @ \$11.48/hour	(0.85)	Deletion	\$(20,297)	\$(7,639)	\$(27,936)
Assistant Zookeeper @ \$11.48/hour	1.00	Addition	\$ 23,878	\$ 8,192	\$ 32,070
LTE Husbandry Assistant	(2.00)	Deletion	\$(34,320)	\$(24,338)	\$(58,658)
LTE Concessionaire I (increase to \$8.25/hour)		Addition	\$ 4,135	\$ 335	\$ 4,490
Total 2017 Budget Impact					
Zoo and Park Management – NEW Zoo					\$ 69,311

Budget Impact: The fiscal change of this resolution is reflected in the 2017 budget.

Respectfully submitted,
EDUCATION & RECREATION COMMITTEE
EXECUTIVE COMMITTEE

Approved By:

TROY STRECKENBACH
COUNTY EXECUTIVE

Date Signed: _____

Authored by Human Resources
 Approved by Corporation Counsel's Office

BOARD OF SUPERVISORS ROLL CALL # _____

Motion made by Supervisor _____

Seconded by Supervisor _____

SUPERVISORS	DIST. #	AYES	NAYS	ABSTAIN	EXCUSED
SIEBER	1				
DE WANE	2				
NICHOLSON	3				
HOYER	4				
GRUSZYNSKI	5				
LEFEBVRE	6				
ERICKSON	7				
ZIMA	8				
EVANS	9				
VANDER LEEST	10				
BUCKLEY	11				
LANDWEHR	12				
DANTINNE, JR	13				

SUPERVISORS	DIST. #	AYES	NAYS	ABSTAIN	EXCUSED
BRUSKY	14				
BALLARD	15				
KASTER	16				
VAN DYCK	17				
LINSSEN	18				
KNEISZEL	19				
CLANCY	20				
CAMPBELL	21				
MOYNIHAN, JR.	22				
BLOM	23				
SCHADEWALD	24				
LUND	25				
BECKER	26				

Total Votes Cast _____

Motion: Adopted _____ Defeated _____ Tabled _____

HUMAN RESOURCES DEPARTMENT

Brown County

305 E. WALNUT STREET
P.O. BOX 23600
GREEN BAY, WI 54305-3600



PHONE (920) 448-4071 FAX (920) 448-6277 WEB: www.co.brown.wi.us

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE: 10/11/16
REQUEST TO: Education & Recreation Committee
MEETING DATE: October 18, 2016
REQUEST FROM: Pete Bilski
Interim Human Resources Director

REQUEST TYPE: ☒ New resolution ☐ Revision to resolution
☐ New ordinance ☐ Revision to ordinance

TITLE: Resolution Approving New or Deleted Positions During the 2017 Budget Process In The NEW Zoo Table of Organization In The Zoo and Park Management Department

ISSUE/BACKGROUND INFORMATION:

A New Position or Position Deletion Request was submitted by the NEW Zoo Department during the 2017 budget process.

ACTION REQUESTED:

Make the following changes to the NEW Zoo table of organization:

- Add 0.50 FTE Account Clerk position in Pay Grade 16
- Delete (0.80) FTE Zoo Educator position @ \$8.75/hour
- Add 1.00 FTE Zoo Educator position @ \$9.50/hour
- Add 2.00 FTE Assistant Zookeeper positions
- Increase 0.85 FTE Assistant Zookeeper to 1.00 FTE
- Delete (2.00) FTE LTE Husbandry Assistant positions
- Increase wage of LTE Concessionaire I position to \$8.25/hour

FISCAL IMPACT:

NOTE: This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. Is there a fiscal impact? ☒ Yes ☐ No
 - a. If yes, what is the amount of the impact? \$
 - b. If part of a bigger project, what is the total amount of the project? \$69,311
 - c. Is it currently budgeted? ☒ Yes ☐ No It is reflected in the 2017 budget.
 1. If yes, in which account? _____
 2. If no, how will the impact be funded? _____

☒ **COPY OF RESOLUTION OR ORDINANCE IS ATTACHED**

November 2, 2016

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

RESOLUTION APPROVING NEW OR DELETED POSITIONS
DURING THE 2017 BUDGET PROCESS IN THE
ZOO AND PARK MANAGEMENT TABLE OF ORGANIZATION

WHEREAS, a New Position or Position Deletion Request was submitted by Parks in the Zoo and Park Management Department ("Department") during the 2017 budget process; and,

WHEREAS, the Department has evaluated the workload to support the new changes and has identified positions to be added and/or eliminated from the table of organization; and

WHEREAS, the Department currently operates with several divisions across the county. Each division has the responsibility of marketing, operations, programming, customer service, contract management, security, natural resource management plus additional duties; and,

WHEREAS, the Department is requesting to reorganize to better meet current needs and specialize some of the positions. Specialized positions would be easier to recruit for and we could hire highly qualified individuals to focus on the specialized tasks for the given position. Additional programs could be provided in the community to increase park awareness which will increase revenue; additional revenue would be used to properly manage and/or replace assets decreasing levy dollars needed by the Department; and,

WHEREAS, the Department has requested to delete (2.00) FTE Park Manager positions and add 1.00 FTE Field Manager in Pay Grade 11, add 1.00 FTE Business Manager position in Pay Grade 11, and add 1.00 FTE Program Coordinator position in Pay Grade 11; and,

NOW, THEREFORE, BE IT RESOLVED, by the Brown County Board of Supervisors, the Parks table of organization be changed by deleting (2.00) FTE Park Manager positions and adding 1.00 FTE Field Manager position in Pay Grade 11, 1.00 FTE Business Manager position

in Pay Grade 11 and adding 1.00 FTE Program Coordinator position in Pay Grade 11; requested through the 2017 budget process to be effective January 1, 2017.

Budget Impact:

Position Title	FTE	Addition/ Deletion	Salary	Fringe	Total
Park Manager, Pay Grade 11	(2.00)	Deletion	\$(115,253)	\$(48,780)	\$(164,033)
Field Manager, Pay Grade 11	1.00	Addition	\$ 56,590	\$ 22,339	\$ 78,929
Business Manager, Pay Grade 11	1.00	Addition	\$ 56,590	\$ 22,339	\$ 78,929
Program Coordinator, Pay Grade 11	1.00	Addition	\$ 56,590	\$ 22,339	\$ 78,929
Total 2017 Budget Impact Zoo and Park Management – Parks					\$ 72,754

Budget Impact: *The fiscal change of this resolution is reflected in the 2017 budget.*

Respectfully submitted,

EDUCATION & RECREATION COMMITTEE
EXECUTIVE COMMITTEE

Approved By:

TROY STRECKENBACH
COUNTY EXECUTIVE (Date)

COUNTY CLERK (Date)

COUNTY BOARD CHAIR (Date)

Authored by Human Resources

Approved by Corporation Counsel's Office

HUMAN RESOURCES DEPARTMENT

Brown County

305 E. WALNUT STREET
P.O. BOX 23600
GREEN BAY, WI 54305-3600



PHONE (920) 448-4071 FAX (920) 448-6277 WEB: www.co.brown.wi.us

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE: 10/11/16
REQUEST TO: Education & Recreation Committee
MEETING DATE: October 18, 2016
REQUEST FROM: Pete Bilski
Interim Human Resources Director

REQUEST TYPE: ☒ New resolution ☐ Revision to resolution
☐ New ordinance ☐ Revision to ordinance

TITLE: Resolution Approving New or Deleted Positions During the 2017 Budget Process In The Parks Table of Organization in the Zoo and Park Management Department

ISSUE/BACKGROUND INFORMATION:

A New Position or Position Deletion Request was submitted by the Parks Department during the 2017 budget process.

ACTION REQUESTED:

Make the following changes to the Parks table of organization:

- Delete (2.00) FTE Park Manager positions, Pay Grade 11
- Add 1.00 FTE Field Manager position, Pay Grade 11
- Add 1.00 FTE Business Manager position, Pay Grade 11
- Add 1.00 FTE Program Coordinator position, Pay Grade 11

FISCAL IMPACT:

NOTE: This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. Is there a fiscal impact? ☒ Yes ☐ No
 - a. If yes, what is the amount of the impact? \$
 - b. If part of a bigger project, what is the total amount of the project? \$72,754
 - c. Is it currently budgeted? ☒ Yes ☐ No It is reflected in the 2017 budget.
 1. If yes, in which account? _____
 2. If no, how will the impact be funded? _____

☒ **COPY OF RESOLUTION OR ORDINANCE IS ATTACHED**

November 2, 2016

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

RESOLUTION APPROVING NEW OR DELETED POSITIONS
DURING THE 2017 BUDGET PROCESS IN THE
HEALTH DEPARTMENT AND HUMAN SERVICES DEPARTMENT
TABLE OF ORGANIZATION

WHEREAS, a New Position or Position Deletion Request was submitted by the Health Department and the Human Services Department (“Departments”) during the 2017 budget process; and,

WHEREAS, the Departments have evaluated the workload to support the new changes and have identified positions to be added and/or eliminated from the table of organization; and

WHEREAS, due to the vacancy of the Director of the Health Department, the option of combining the Departments was studied and revealed the following benefits:

- Public Health and Human Service Preparedness – Joint response and resource coordination to emergency situations; Coordination of a large group of staff to respond; Reinforcement of Incident Command Structure across both departments.
- Collaboration on Emerging Health and Human Services Needs – Mental health support is a need in both departments; Coordinate training across departments; Public Health has more experience with promotion and prevention while Human Services has more experience with treatment.
- Adult Services – More preventative work with adult health by Public Health. Explore ways that preventative adult health services can connect with other service lines.
- Child and Family Services – Team approach of home visiting programs and services.
- Combined Services are Better for Public Service and Access – One location for the public to go for services; Collaboration between the areas; Provide better access for the public to reduce touches by the person.
- Streamline Government – One contracting agent between State and County; Contract support and provider management for services that could be billable to increase revenue; Finance and reporting consolidated; Unified leadership; Potential for one governing board for Health and Human Services in the future.

- Improve Recruitment for Division of Public Health/Health Officer – Move administrative duties to the Health & Human Services Executive Director position improving the ability to recruit for the new Public Health Officer position.

WHEREAS, due to the above findings, the Departments recommend that the Health Department and the Human Services Department are combined and the department name be changed to Health and Human Services Department; and,

WHEREAS, the Departments further recommend the deletion of (1.00) FTE Human Services Executive Director position in Pay Grade 2 in the Human Services table of organization and the addition of 1.00 FTE Health & Human Services Executive Director position in Pay Grade 1 in the Classification and Compensation Plan; and,

WHEREAS, the Departments further recommended the deletion of (1.00) FTE Health Director position in Pay Grade 6 in the Health Department table of organization and the addition of 1.00 FTE Public Health Officer position in Pay Grade 6 of the Classification and Compensation Plan.

NOW, THEREFORE, BE IT RESOLVED, by the Brown County Board of Supervisors, the Health Department and Human Services Department be combined and the department name be changed to the Health and Human Services Department.

BE IT FURTHER RESOLVED, the Human Services table of organization be changed by deleting (1.00) FTE Human Services Executive Director position in Pay Grade 2 in the Classification and Compensation Plan and the addition 1.00 FTE Health & Human Services Executive Director position in Pay Grade 1 in the Classification and Compensation Plan.

BE IT FURTHER RESOLVED, the Health Department table of organization be changed by deleting (1.00) FTE Health Director position in Pay Grade 6 in the Classification and Compensation Plan and adding 1.00 FTE Public Health Officer position in Pay Grade 6 in the Classification and Compensation Plan; requested through the 2017 budget process to be effective January 1, 2017.

Budget Impact – Human Services:

Position Title	FTE	Addition/ Deletion	Salary	Fringe	Total
Human Services Executive Director Pay Grade 2	(1.00)	Deletion	\$(107,972)	\$(17,382)	\$(125,354)
Health & Human Services Executive Director – Pay Grade 1	1.00	Addition	\$ 125,736	\$ 19,613	\$ 145,349
Total 2017 Budget Impact (Human Services)					\$ 19,995

Budget Impact – Health:

Position Title	FTE	Addition/ Deletion	Salary	Fringe	Total
Health Director, Pay Grade 6	(1.00)	Deletion	\$(82,722)	\$(21,848)	\$(104,570)
Public Health Officer, Pay Grade 6	1.00	Addition	\$ 82,722	\$ 21,848	\$ 104,570
Total 2017 Budget Impact (Health)					\$ 0

Budget Impact: *The fiscal change of this resolution is reflected in the 2017 budget.*

Respectfully submitted,
HUMAN SERVICES COMMITTEE &
EXECUTIVE COMMITTEE

Approved By:

COUNTY EXECUTIVE (Date)

COUNTY CLERK (Date)

COUNTY BOARD CHAIR (Date)

Authored by Human Resources

Approved by Corporation Counsel's Office

BOARD OF SUPERVISORS ROLL CALL # _____

Motion made by Supervisor _____

Seconded by Supervisor _____

SUPERVISORS	DIST. #	AYES	NAYS	ABSTAIN	EXCUSED
SIEBER	1				
DE WANE	2				
NICHOLSON	3				
HOYER	4				
GRUSZYNSKI	5				
LEFEBVRE	6				
ERICKSON	7				
ZIMA	8				
EVANS	9				
VANDER LEEST	10				
BUCKLEY	11				
LANDWEHR	12				
DANTINNE, JR	13				

SUPERVISORS	DIST. #	AYES	NAYS	ABSTAIN	EXCUSED
BRUSKY	14				
BALLARD	15				
KASTER	16				
VAN DYCK	17				
LINSSEN	18				
KNEISZEL	19				
CLANCY	20				
CAMPBELL	21				
MOYNIHAN, JR.	22				
BLOM	23				
SCHADEWALD	24				
LUND	25				
BECKER	26				

Total Votes Cast _____

Motion: Adopted _____ Defeated _____ Tabled _____

HUMAN RESOURCES DEPARTMENT

Brown County

305 E. WALNUT STREET
P.O. BOX 23600
GREEN BAY, WI 54305-3600



PHONE (920) 448-4071 FAX (920) 448-6277 WEB: www.co.brown.wi.us

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE: 10/04/16
REQUEST TO: Human Services Committee
MEETING DATE: October 11, 2016
REQUEST FROM: Pete Bilski
Interim Human Resources Director

REQUEST TYPE: ☒ New resolution ☐ Revision to resolution
☐ New ordinance ☐ Revision to ordinance

TITLE: Resolution Approving New or Deleted Positions During the 2017 Budget Process In The Health Department and Human Services Department Table of Organization

ISSUE/BACKGROUND INFORMATION:

A New Position or Position Deletion Request was submitted by the Health Department and Human Services Department during the 2017 budget process.

ACTION REQUESTED:

Approve the consolidation of the Health Department and the Human Services Department and change the name of the department to Health and Human Services Department.

Make the following changes to the Human Services table of organization:

- Delete (1.00) FTE Human Services Executive Director
- Add 1.00 FTE Health & Human Services Executive Director

Make the following changes to the Health Department table of organization:

- Delete (1.00) FTE Health Director
- Add 1.00 FTE Public Health Officer

FISCAL IMPACT:

NOTE: This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. Is there a fiscal impact? ☒ Yes ☐ No
 - a. If yes, what is the amount of the impact? \$
 - b. If part of a bigger project, what is the total amount of the project? Human Services = \$19,995
Health = \$0
 - c. Is it currently budgeted? ☒ Yes ☐ No It is reflected in the 2017 budget.
 1. If yes, in which account? _____
 2. If no, how will the impact be funded? _____

☒ **COPY OF RESOLUTION OR ORDINANCE IS ATTACHED**

15

November 2, 2016

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

RESOLUTION APPROVING NEW OR DELETED POSITIONS
DURING THE 2017 BUDGET PROCESS IN THE
HUMAN SERVICES – COMMUNITY PROGRAMS TABLE OF ORGANIZATION

WHEREAS, a New Position or Position Deletion Request was submitted by the Human Services – Community Programs Department (“Department”) during the 2017 budget process; and,

WHEREAS, the Department has evaluated the workload to support the new changes and has identified positions to be added and/or eliminated from the table of organization; and

WHEREAS, the Department has requested to delete (1.00) FTE Clerk II position in the Economic Support unit as efficiencies were found in this area; and,

WHEREAS, the Department has requested to add 2.00 FTE Economic Support Specialist (“ESS”) positions to handle the increase in workload in the Income Maintenance and Child Care programs. These ESS positions are necessary to keep the caseloads manageable to ensure we are able to meet the State performance standards related to timeliness, quality, and call center measurements. The majority of the cost of the ESS positions is offset with state (DHS/DCF) and federal funding; and,

WHEREAS, the Department has requested to add 1.00 FTE Lead Economic Support Specialist (“Lead ESS”) position as there is a significant need in assisting and supporting the ESS positions with training and technical assistance as state policies and procedures change often. The Lead ESS position assists in ensuring state performance standards are met to avoid compliance issues or sanctions. The majority of the cost of the Lead ESS position is offset with state (DHS/DCF) and federal funding; and,

WHEREAS, the Department has requested to add 1.00 FTE Alcohol and Other Drug Abuse (“AODA”) Counselor to accommodate the anticipated increase in the number of clients with AODA treatment needs. The increase is due to the addition and restoration of alcohol and other detoxification services to our service array through contract with Bellin Psychiatric Center and will result in an increase in clients needing AODA treatment from our outpatient AODA service area after clients have been through detoxification. The cost of the AODA Counselor position will be offset by funds provided by the Ad-hoc Mental Health Task Force; and,

WHEREAS, to maximize compliance with the Comprehensive Community Service (“CCS”) regulations, the Department has requested to add 1.00 FTE CCS Quality Assurance Worker position to ensure that provider’s notes and content meet these requirements. The cost of not adding this position could be substantial if errors are not caught and quickly corrected, with disallowances from state audits anticipated. The CCS Quality Assurance Worker position would be funded through CCS as an allowable cost. DHS state coordinators have strongly urged that this step is necessary to avoid disallowances under the program; and,

WHEREAS, the Department has requested to add 1.00 FTE Treatment Court Case Manager position due to growth in the treatment courts and adding necessary capacity to manage the growing program and other jail diversion activities to manage all the clients served. Four courts are currently in operation, Drug Court, Mental Health Court, Veteran’s Treatment Court and Heroin Court. Additionally, there is a growing number of court diversion clients screened and deemed to be low risk offenders that are then referred to community resources at the client’s own cost. These clients are then diverted from potential jail stays.

NOW, THEREFORE, BE IT RESOLVED, by the Brown County Board of Supervisors, the Human Services – Community Programs table of organization be changed by deleting (1.00) FTE Clerk II position, adding 2.00 FTE Economic Support Specialist positions, adding 1.00 FTE Lead Economic Support Specialist position, adding 1.00 AODA Counselor position, adding 1.00

FTE CCS Quality Assurance Worker position, and adding 1.00 FTE Treatment Court Case Manager position; requested through the 2017 budget process to be effective January 1, 2017.

Budget Impact:

Position Title	FTE	Addition/ Deletion	Salary	Fringe	Total
Clerk II	(1.00)	Deletion	\$(33,072)	\$(14,519)	\$(47,591)
Economic Support Specialist	2.00	Addition	\$ 63,726	\$ 28,680	\$ 92,406
Lead Economic Support Specialist	1.00	Addition	\$ 40,789	\$ 15, 658	\$ 56,447
AODA Counselor	1.00	Addition	\$ 47,541	\$ 16,778	\$ 64,319
CCS Quality Assurance Worker	1.00	Addition	\$ 39,879	\$ 15,628	\$ 55,507
Treatment Court Case Manager	1.00	Addition	\$ 39,879	\$ 15,628	\$ 55,507
Total 2017 Budget Impact Human Services – Community Programs					\$276,595

Budget Impact: *The fiscal change of this resolution is reflected in the 2017 budget.*

Respectfully submitted,
HUMAN SERVICES COMMITTEE &
EXECUTIVE COMMITTEE

Approved By:

COUNTY EXECUTIVE (Date)

COUNTY CLERK (Date)

COUNTY BOARD CHAIR (Date)

Authored by Human Resources

Approved by Corporation Counsel's Office

BOARD OF SUPERVISORS ROLL CALL # _____

Motion made by Supervisor _____

Seconded by Supervisor _____

SUPERVISORS	DIST. #	AYES	NAYS	ABSTAIN	EXCUSED
SIEBER	1				
DE WANE	2				
NICHOLSON	3				
HOYER	4				
GRUSZYNSKI	5				
LEFEBVRE	6				
ERICKSON	7				
ZIMA	8				
EVANS	9				
VANDER LEEST	10				
BUCKLEY	11				
LANDWEHR	12				
DANTINNE, JR	13				

SUPERVISORS	DIST. #	AYES	NAYS	ABSTAIN	EXCUSED
BRUSKY	14				
BALLARD	15				
KASTER	16				
VAN DYCK	17				
LINSSEN	18				
KNEISZEL	19				
CLANCY	20				
CAMPBELL	21				
MOYNIHAN, JR.	22				
BLOM	23				
SCHADEWALD	24				
LUND	25				
BECKER	26				

Total Votes Cast _____

Motion: Adopted _____ Defeated _____ Tabled _____

HUMAN RESOURCES DEPARTMENT

Brown County

305 E. WALNUT STREET
P.O. BOX 23600
GREEN BAY, WI 54305-3600



PHONE (920) 448-4071 FAX (920) 448-6277 WEB: www.co.brown.wi.us

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE: 10/04/16
REQUEST TO: Human Services Committee
MEETING DATE: October 11, 2016
REQUEST FROM: Pete Bilski
Interim Human Resources Director

REQUEST TYPE: ☒ New resolution ☐ Revision to resolution
☐ New ordinance ☐ Revision to ordinance

TITLE: Resolution Approving New or Deleted Positions During the 2017 Budget Process In The Human Services – Community Programs Table of Organization

ISSUE/BACKGROUND INFORMATION:

A New Position or Position Deletion Request was submitted by the Human Services – Community Programs Department during the 2017 budget process.

ACTION REQUESTED:

Make the following changes to the Human Services – Community Programs table of organization:

- Delete (1.00) FTE Clerk II
- Add 2.00 FTE Economic Support Specialist
- Add 1.00 FTE Lead Economic Support Specialist
- Add 1.00 FTE AODA Counselor
- Add 1.00 FTE CCS Quality Assurance Worker
- Add 1.00 FTE Treatment Court Case Manager

FISCAL IMPACT:

NOTE: This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. Is there a fiscal impact? ☒ Yes ☐ No
 - a. If yes, what is the amount of the impact? \$
 - b. If part of a bigger project, what is the total amount of the project? \$276,595
 - c. Is it currently budgeted? ☒ Yes ☐ No It is reflected in the 2017 budget.
 1. If yes, in which account? _____
 2. If no, how will the impact be funded? _____

☒ **COPY OF RESOLUTION OR ORDINANCE IS ATTACHED**

16

November 2, 2016

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

RESOLUTION APPROVING NEW OR DELETED POSITIONS
DURING THE 2017 BUDGET PROCESS IN THE
AIRPORT TABLE OF ORGANIZATION

WHEREAS, a New Position or Position Deletion Request was submitted by the Airport (“Department”) during the 2017 budget process; and,

WHEREAS, the Department has evaluated the workload to support the new changes and has identified positions to be added and/or eliminated from the table of organization; and

WHEREAS, over the past five years the Department has acquired additional pieces of complex equipment required to maintain the airfield and safety of passengers; and,

WHEREAS, the Department has requested Lead Pay for a Maintenance Mechanic – Airfield position to provide frontline oversight and prioritize equipment repairs and needs. This would allow the Operations Supervisor to focus on other critical management duties; and,

WHEREAS, the Department has requested Lead Pay at \$1.00 per hour for the Maintenance Mechanic – Airfield position when performing lead duties.

NOW, THEREFORE, BE IT RESOLVED, by the Brown County Board of Supervisors, the Airport table of organization be changed by adding Lead Pay at \$1.00 per hour for the Maintenance Mechanic – Airfield position when performing lead duties; requested through the 2017 budget process to be effective January 1, 2017.

Budget Impact:

Position Title	FTE	Addition/ Deletion	Salary	Fringe	Total
Maintenance Mechanic – Airfield Lead Pay @ \$1.00/hour		Addition	\$ 2,080	\$ 406	\$ 2,486
Total 2017 Budget Impact – Airport					\$ 2,486

Budget Impact: The fiscal change of this resolution is reflected in the 2017 budget.

Respectfully submitted,
PLANNING, DEVELOPMENT &
TRANSPORTATION COMMITTEE
EXECUTIVE COMMITTEE

Approved By:

TROY STRECKENBACH
COUNTY EXECUTIVE (Date)

COUNTY CLERK (Date)

COUNTY BOARD CHAIR (Date)

Authored by Human Resources

Approved by Corporation Counsel's Office

BOARD OF SUPERVISORS ROLL CALL # _____

Motion made by Supervisor _____

Seconded by Supervisor _____

SUPERVISORS	DIST. #	AYES	NAYS	ABSTAIN	EXCUSED
SIEBER	1				
DE WANE	2				
NICHOLSON	3				
HOYER	4				
GRUSZYNSKI	5				
LEFEBVRE	6				
ERICKSON	7				
ZIMA	8				
EVANS	9				
VANDER LEEST	10				
BUCKLEY	11				
LANDWEHR	12				
DANTINNE, JR	13				

SUPERVISORS	DIST. #	AYES	NAYS	ABSTAIN	EXCUSED
BRUSKY	14				
BALLARD	15				
KASTER	16				
VAN DYCK	17				
LINSEN	18				
KNEISZEL	19				
CLANCY	20				
CAMPBELL	21				
MOYNIHAN, JR.	22				
BLOM	23				
SCHADEWALD	24				
LUND	25				
BECKER	26				

Total Votes Cast _____

Motion: Adopted _____ Defeated _____ Tabled _____

HUMAN RESOURCES DEPARTMENT

Brown County

305 E. WALNUT STREET
P.O. BOX 23600
GREEN BAY, WI 54305-3600



PHONE (920) 448-4071 FAX (920) 448-6277 WEB: www.co.brown.wi.us

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE: 10/11/16
REQUEST TO: Planning, Development & Committee
MEETING DATE: October 17, 2016
REQUEST FROM: Pete Bilski
Interim Human Resources Director

REQUEST TYPE: ☒ New resolution ☐ Revision to resolution
☐ New ordinance ☐ Revision to ordinance

TITLE: Resolution Approving New or Deleted Positions During the 2017 Budget Process In The Airport Table of Organization

ISSUE/BACKGROUND INFORMATION:

A New Position or Position Deletion Request was submitted by the Airport during the 2017 budget process.

ACTION REQUESTED:

Make the following changes to the Airport table of organization:

- Add Lead Pay at \$1.00 per hour for the Lead Maintenance Mechanic – Airfield position when performing lead duties.

FISCAL IMPACT:

NOTE: This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. Is there a fiscal impact? ☒ Yes ☐ No
 - a. If yes, what is the amount of the impact? \$2,486.00
 - b. If part of a bigger project, what is the total amount of the project? \$ _____
 - c. Is it currently budgeted? ☒ Yes ☐ No It is reflected in the 2017 budget.
 1. If yes, in which account? _____
 2. If no, how will the impact be funded? _____

☒ **COPY OF RESOLUTION OR ORDINANCE IS ATTACHED**

November 2, 2016

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

**RESOLUTION APPROVING NEW OR DELETED POSITIONS
DURING THE 2017 BUDGET PROCESS IN THE
PLANNING AND LAND SERVICES TABLE OF ORGANIZATION**

WHEREAS, a New Position or Position Deletion Request was submitted by the Planning and Land Services Department (“Department”) during the 2017 budget process; and,

WHEREAS, the Department has evaluated the workload to support the new changes and has identified positions to be added and/or eliminated from the table of organization; and

WHEREAS, with the exception of three positions in the Department, all positions are presently budgeted at 2,080 annual hours; and,

WHEREAS, for departmental consistency, the Department has requested to increase a Central Services Specialist position and two Property Analyst positions from 1,950 to 2,080 annual hours; and,

NOW, THEREFORE, BE IT RESOLVED, by the Brown County Board of Supervisors, the Planning and Land Services table of organization be changed by increasing the annual hours to 2,080 for 1.00 FTE Central Services Specialist position and 2.00 FTE Property Analyst positions; requested through the 2017 budget process to be effective January 1, 2017.

Budget Impact:

Position Title	Hours	Addition/ Deletion	Salary	Fringe	Total
Central Services Specialist	130	Addition	\$ 2,223	\$ 319	\$ 2,542
Property Analyst	130	Addition	\$ 3,120	\$ 450	\$ 3,570
Property Analyst	130	Addition	\$ 3,297	\$ 474	\$ 3,771
Total 2017 Budget Impact – Planning and Land Services					\$ 9,883

Budget Impact: *The fiscal change of this resolution is reflected in the 2017 budget.*

Respectfully submitted,
PLANNING, DEVELOPMENT &
TRANSPORTATION COMMITTEE
EXECUTIVE COMMITTEE

Approved By:

TROY STRECKENBACH
COUNTY EXECUTIVE (Date)

COUNTY CLERK (Date)

COUNTY BOARD CHAIR (Date)

Authored by Human Resources
Approved by Corporation Counsel’s Office

BOARD OF SUPERVISORS ROLL CALL # _____

Motion made by Supervisor _____

Seconded by Supervisor _____

SUPERVISORS	DIST. #	AYES	NAYS	ABSTAIN	EXCUSED
SIEBER	1				
DE WANE	2				
NICHOLSON	3				
HOYER	4				
GRUSZYNSKI	5				
LEFEBVRE	6				
ERICKSON	7				
ZIMA	8				
EVANS	9				
VANDER LEEST	10				
BUCKLEY	11				
LANDWEHR	12				
DANTINNE, JR	13				

SUPERVISORS	DIST. #	AYES	NAYS	ABSTAIN	EXCUSED
BRUSKY	14				
BALLARD	15				
KASTER	16				
VAN DYCK	17				
LINSSEN	18				
KNEISZEL	19				
CLANCY	20				
CAMPBELL	21				
MOYNIHAN, JR.	22				
BLOM	23				
SCHADEWALD	24				
LUND	25				
BECKER	26				

Total Votes Cast _____
Motion: Adopted _____ Defeated _____ Tabled _____

Brown County

The seal of Brown County, Wisconsin, is a circular emblem. It features a central illustration of a red-roofed building, likely a courthouse or government building, with a clock tower. The words "Brown County" are written in a stylized, cursive font along the top inner edge of the circle. The words "Established 1818" are written in a similar font along the bottom inner edge. Two small blue stars are positioned on the left and right sides of the circle, separating the top and bottom text.

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

November 2, 2016

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

RESOLUTION APPROVING NEW OR DELETED POSITIONS
DURING THE 2017 BUDGET PROCESS IN THE
PORT AND RESOURCE RECOVERY DEPARTMENT TABLE OF ORGANIZATION

WHEREAS, a New Position or Position Deletion Request was submitted by the Port and Resource Recovery Department ("Department") during the 2017 budget process; and,

WHEREAS, the Department has evaluated the workload to support the new changes and has identified positions to be added and/or eliminated from the table of organization; and

WHEREAS, the Department has requested Lead Pay at \$1.00 per hour for the Resource Recovery Associate position when performing lead duties.

NOW, THEREFORE, BE IT RESOLVED, by the Brown County Board of Supervisors, the Port and Resource Recovery Department table of organization be changed by adding Lead Pay at \$1.00 per hour for the Resource Recovery Associate position when performing lead duties; requested through the 2017 budget process to be effective January 1, 2017.

Budget Impact:

Position Title	FTE	Addition/ Deletion	Salary	Fringe	Total
Resource Recovery Associate Lead Pay @ \$1.00/hour		Addition	\$2,080	\$ 406	\$2,486
Total 2017 Budget Impact – Port and Resource Recovery					\$2,486

Budget Impact: *The fiscal change of this resolution is reflected in the 2017 budget.*

Respectfully submitted,
PLANNING, DEVELOPMENT &
TRANSPORTATION COMMITTEE
EXECUTIVE COMMITTEE

Approved By:

TROY STRECKENBACH
COUNTY EXECUTIVE (Date)

COUNTY CLERK (Date)

COUNTY BOARD CHAIR (Date)

Authored by Human Resources

Approved by Corporation Counsel's Office

BOARD OF SUPERVISORS ROLL CALL # _____

Motion made by Supervisor _____

Seconded by Supervisor _____

SUPERVISORS	DIST. #	AYES	NAYS	ABSTAIN	EXCUSED
SIEBER	1				
DE WANE	2				
NICHOLSON	3				
HOYER	4				
GRUSZYNSKI	5				
LEFEBVRE	6				
ERICKSON	7				
ZIMA	8				
EVANS	9				
VANDER LEEST	10				
BUCKLEY	11				
LANDWEHR	12				
DANTINNE, JR	13				

SUPERVISORS	DIST. #	AYES	NAYS	ABSTAIN	EXCUSED
BRUSKY	14				
BALLARD	15				
KASTER	16				
VAN DYCK	17				
LINSEN	18				
KNEISZEL	19				
CLANCY	20				
CAMPBELL	21				
MOYNIHAN, JR.	22				
BLOM	23				
SCHADEWALD	24				
LUND	25				
BECKER	26				

Total Votes Cast _____

Motion: Adopted _____ Defeated _____ Tabled _____

Brown County

The seal of Brown County, Wisconsin, is a circular emblem. It features a central illustration of a large, multi-story building with a prominent steeple, likely a courthouse or government building. The words "Brown County" are arched across the top of the seal, and "Established 1818" is arched across the bottom. Two small stars are positioned on either side of the central building.

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

TITLE: Resolution Approving New or Deleted Positions During the 2017 Budget Process In The Port and Resource Recovery Table of Organization

☒ **COPY OF RESOLUTION OR ORDINANCE IS ATTACHED**

November 2, 2016
(Amended by PD&T Committee)

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

RESOLUTION APPROVING NEW OR DELETED POSITIONS
DURING THE 2017 BUDGET PROCESS IN THE
PUBLIC WORKS TABLE OF ORGANIZATION

WHEREAS, the Business Coordinator position in the Public Works Department
("Department") table of organization is currently vacant; and,

WHEREAS, the Department has requested to reorganize the Department by deleting the
Business Coordinator position and ~~Office Manager I position and create a new Administrative~~
~~Coordinator position and adding~~ an LTE-Summer Help Admin position; and,

WHEREAS, the current Highway Commissioner/Director does not utilize the Office
Manager I position as much as past Directors have and the Department recommends merging the
duties of the Business Coordinator position and into the Office Manager I position. ~~into a new~~
~~Administrative Coordinator position.~~ The Department would utilize a LTE-Summer Help
Admin position to assist with the spike in duties during the ~~busiest~~ summer season; and,

WHEREAS, Human Resources has reviewed the Department's request and has
determined that the assumption of these duties fall within the scope of the current Office
Manager I position, and it is properly placed within Pay Grade 14 of the Classification and
Compensation plan in the Department Assistant Classification. ~~The job duties of the proposed~~
~~new Administrative Coordinator position fall within the scope of the Department Assistant~~
~~Classification where the current Office Manager I position is placed; and,~~

~~**WHEREAS,** Human Resources recommends only a job title change from Office Manager I to Administrative Coordinator and reassignment of duties for the position as it would not be a reclassification; and,~~

WHEREAS, the current Office Manager I hourly rate is \$18.16 per hour (86% of market) as a non-exempt position. In reviewing internal equity, other positions classified in Pay Grade 14, in the Department Assistant Classification, non-exempt are: Administrative Coordinator in the Planning and Land Services Department at \$19.59 (92.9% of market), Office Manager I in the Public Safety Department at \$18.51 (87.8% of market), and Administrative Secretary in the Zoo Department at \$16.87 (80% of market); and,

WHEREAS, the Department requests the Office Manager I position receive an increase in the hourly rate of pay from \$18.16 to \$19.59 per hour; and,

WHEREAS, Human Resources recommends the reorganization of the Public Works table of organization by deleting (1.00) FTE Business Coordinator position, ~~a title change for the Office Manager I position to Administrative Coordinator~~ and adding 0.25 0.32 FTE LTE-Summer Help Admin position at \$10.25 per hour; and,

WHEREAS, at the Planning, Development and Transportation Committee meeting on October 17, 2016, the Committee requested the rate of pay for one Superintendent position at \$32.36 per hour be increased to be equal to the other three Superintendent positions at \$32.68 per hour; and,

NOW, THEREFORE, BE IT RESOLVED by the Brown County Board of Supervisors, the deletion of (1.00) FTE Business Coordinator position and the addition of 0.32 FTE LTE-Summer Help Admin position ~~and a title change for the Office Manager I position to Administrative Coordinator~~ in the Public Works table of organization; and,

BE IT FURTHER RESOLVED, the rate of pay for the Office Manager I position in the Public Works table of organization be increased to \$19.59 per hour; and,

BE IT FURTHER RESOLVED, the rate of pay for one Superintendent position in the Public Works table of organization be raised from \$32.36 per hour to \$32.68 per hour; requested through the 2017 budget process to be effective January 1, 2017.

Budget Impact:

Annualized Budget Impact	FTE	Addition/ Deletion	Salary	Fringe	Total
Superintendent @ \$32.36/hr	(1.0)	Deletion	(\$67,309)	(\$26,038)	(\$93,347)
Superintendent @ \$32.68/hr	1.0	Addition	\$67,974	\$26,145	\$94,119
Business Coordinator (PG-16)	(0.75)	Deletion	(\$31,559)	(\$15,972)	(\$47,531)
Office Manager I (PG-14) @ \$18.16/hr	(0.75)	Deletion	(\$28,330)	(\$15,539)	(\$43,869)
Office Manager I (PG-14) @ \$19.59/hr	0.75	Addition	\$30,560	\$15,875	\$46,435
LTE-Summer Help Admin @ \$10.25/hr. (660 hours)	0.25 0.32	Addition Addition	\$ 5,330 \$ 6,765	\$ 207 \$ 501	\$ 5,537 \$ 7,266
Annualized Budget Impact Public Works – Highway Division					(\$41,994) (\$37,699) (\$36,927)

Annualized Budget Impact	FTE	Addition/ Deletion	Salary	Fringe	Total
Business Coordinator (PG-16)	(0.25)	Deletion	(\$10,520)	(\$5,324)	(\$15,844)
Office Manager (PG-14) @ \$18.16/hr	(0.25)	Deletion	(\$ 9,443)	(\$5,180)	(\$14,623)
Office Manager (PG-14) @ \$19.59/hr	0.25	Addition	\$10,287	\$5,292	\$15,579
Annualized Budget Impact Public Works – Facilities Management Division					(\$15,844) (\$14,888)

Fiscal Note: This resolution is not included in the 2017 Budget. The change decreases general property taxes revenues by \$15,844 \$14,888 and increases 2017 projected highway funds available by \$41,994 \$37,699 \$36,927.

Respectfully submitted,
PLANNING DEVELOPMENT AND
TRANSPORTATION COMMITTEE
EXECUTIVE COMMITTEE

Approved By:

TROY STRECKENBACH
COUNTY EXECUTIVE (Date)

Authored by Human Resources

Approved by Corporation Counsel's Office

BOARD OF SUPERVISORS ROLL CALL # _____

Motion made by Supervisor _____

Seconded by Supervisor _____

SUPERVISORS	DIST. #	AYES	NAYS	ABSTAIN	EXCUSED
SIEBER	1				
DE WANE	2				
NICHOLSON	3				
HOYER	4				
GRUSZYNSKI	5				
LEFEBVRE	6				
ERICKSON	7				
ZIMA	8				
EVANS	9				
VANDER LEESE	10				
BUCKLEY	11				
LANDWEHR	12				
DANTINNE, JR	13				

SUPERVISORS	DIST. #	AYES	NAYS	ABSTAIN	EXCUSED
BRUSKY	14				
BALLARD	15				
KASTER	16				
VAN DYCK	17				
LINSSEN	18				
KNEISZEL	19				
CLANCY	20				
CAMPBELL	21				
MOYNIHAN, JR.	22				
BLOM	23				
SCHADEWALD	24				
LUND	25				
BECKER	26				

Total Votes Cast _____

HUMAN RESOURCES DEPARTMENT

Brown County

305 E. WALNUT STREET
P.O. BOX 23600
GREEN BAY, WI 54305-3600



PHONE (920) 448-4071 FAX (920) 448-6277 WEB: www.co.brown.wi.us

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE: 10/18/16 Amended
REQUEST TO: Planning, Development & Transportation Committee
MEETING DATE: October 17, 2016
REQUEST FROM: Pete Bilski
Interim Human Resources Director

REQUEST TYPE: ☒ New resolution ☐ Revision to resolution
☐ New ordinance ☐ Revision to ordinance

TITLE: Resolution Approving New or Deleted Positions During the 2017 Budget Process in the Public Works Table of Organization

ISSUE/BACKGROUND INFORMATION:

The Public Works Department submitted a request to change their table of organization during the 2017 budget process.

ACTION REQUESTED:

Make the following changes to the Public Works - Highway table of organization:

- Delete (1.00) FTE Business Coordinator position
- Increase the Office Manager I rate of pay from \$18.16 per hour to \$19.59 per hour
- Add 0.32 FTE LTE Summer Help Admin position @ \$10.25 per hour
- Increase one Superintendent's rate of pay from \$32.36 per hour to \$32.68 per hour

FISCAL IMPACT:

NOTE: This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. Is there a fiscal impact? ☐ Yes ☐ No
 - a. If yes, what is the amount of the impact?
 - b. If part of a bigger project, what is the total amount of the project? \$ _____
 - c. Is it currently budgeted? ☐ Yes ☐ No
 1. If yes, in which account? _____
 2. If no, how will the impact be funded? _____

☒ **COPY OF RESOLUTION OR ORDINANCE IS ATTACHED**

November 2, 2016

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

**RESOLUTION APPROVING NEW OR DELETED POSITIONS
DURING THE 2017 BUDGET PROCESS IN THE
PUBLIC WORKS TABLE OF ORGANIZATION CHANGING THE
ALLOCATION OF COSTS FOR CERTAIN POSITIONS**

WHEREAS, a New Position or Position Deletion Request was submitted by the Public Works Department (“Department”) during the 2017 budget process; and,

WHEREAS, the Department has evaluated the workload to support the new changes and has identified positions to be added and/or eliminated from the table of organization; and

WHEREAS, the Department has requested to realign the costs for the Public Works Director, Business Manager and Clerk/Typist II positions to better reflect the actual division of duties and costs between the Highway and Facility Management divisions; and,

Position	Current Allocation		Requested Allocation	
	Highway	Facilities	Highway	Facilities
Public Works Director	50%	50%	75%	25%
Business Manager	65%	35%	75%	25%
Clerk/Typist II	80%	20%	75%	25%

NOW, THEREFORE, BE IT RESOLVED, by the Brown County Board of Supervisors, the Public Works table of organization be changed by allocating the costs of the Public Works Director, Business Manager and Clerk/Typist II positions as follows: 75% to the Highway Division and 25% to the Facility Management Division; requested through the 2017 budget process to be effective January 1, 2017.

Budget Impact:

Position Title	FTE	Addition/ Deletion	Salary	Fringe	Total
Public Works Director	(0.25)	Deletion	\$(26,125)	\$(7,621)	\$(33,746)
Business Manager	(0.10)	Deletion	\$(7,086)	\$(1,171)	\$(8,257)
Clerk/Typist II	0.05	Addition	\$ 1,608	\$ 990	\$ 2,598
Total 2017 Budget Impact Public Works – Facility Management Division					\$(39,405)

Position Title	FTE	Addition/ Deletion	Salary	Fringe	Total
Public Works Director	0.25	Addition	\$26,125	\$7,621	\$33,746
Business Manager	0.10	Addition	\$ 7,086	\$1,171	\$ 8,257
Clerk/Typist II	(0.05)	Deletion	\$(1,608)	\$(990)	\$(2,598)
Total 2017 Budget Impact Public Works – Highway Division					\$39,405

Budget Impact: *The fiscal change of this resolution is reflected in the 2017 budget.*

Respectfully submitted,

PLANNING, DEVELOPMENT &
TRANSPORTATION COMMITTEE
EXECUTIVE COMMITTEE

Approved By:

TROY STRECKENBACH
COUNTY EXECUTIVE (Date)

COUNTY CLERK (Date)

COUNTY BOARD CHAIR (Date)

Authored by Human Resources

Approved by Corporation Counsel's Office

HUMAN RESOURCES DEPARTMENT

Brown County

305 E. WALNUT STREET
P.O. BOX 23600
GREEN BAY, WI 54305-3600



PHONE (920) 448-4071 FAX (920) 448-6277 WEB: www.co.brown.wi.us

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE: 10/11/16
REQUEST TO: Planning, Development & Transportation Committee
MEETING DATE: October 17, 2016
REQUEST FROM: Pete Bilski
Interim Human Resources Director

REQUEST TYPE: ☒ New resolution ☐ Revision to resolution
☐ New ordinance ☐ Revision to ordinance

TITLE: Resolution Approving New or Deleted Positions During the 2017 Budget Process In The Public Works Table of Organization Changing the Allocation of Costs for Certain Positions

ISSUE/BACKGROUND INFORMATION:

A New Position or Position Deletion Request was submitted by the Public Works Department during the 2017 budget process.

ACTION REQUESTED:

Change the allocation of the cost of the Public Works Director, Business Manager and Clerk/Typist II positions to: 75% to the Highway Division and 25% to the Facility Management Division to better reflect the actual division of duties and costs between the divisions.

FISCAL IMPACT:

NOTE: This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. Is there a fiscal impact? ☐ Yes ☒ No
 - a. If yes, what is the amount of the impact? \$ _____
 - b. If part of a bigger project, what is the total amount of the project? \$ _____
 - c. Is it currently budgeted? ☒ Yes ☐ No It is reflected in the 2017 budget.
 1. If yes, in which account? _____
 2. If no, how will the impact be funded? _____

☒ **COPY OF RESOLUTION OR ORDINANCE IS ATTACHED**

November 2, 2016

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

RESOLUTION APPROVING NEW OR DELETED POSITIONS
DURING THE 2017 BUDGET PROCESS IN THE
PUBLIC WORKS – FACILITY MANAGEMENT TABLE OF ORGANIZATION

WHEREAS, at the September 26, 2016, Planning, Development and Transportation Committee (“Committee”) meeting, the committee requested a resolution to increase the rate of pay for the Housekeeper position in the Public Works – Facility Management table of organization to \$13.64 per hour; and,

NOW, THEREFORE, BE IT RESOLVED, by the Brown County Board of Supervisors, 1.50 FTE Housekeeper positions at \$13.06 per hour be increased to \$13.64 per hour and 1.50 FTE Housekeeper positions at \$11.63 per hour be increased to \$13.64 per hour in the Public Works – Facility Management table of organization; requested through the 2017 budget process to be effective January 1, 2017.

Budget Impact:

Position Title	FTE	Addition/ Deletion	Salary	Fringe	Total
Housekeeper Increase from \$13.06/hour to \$13.64/hr.	1.50	Addition	\$2,695	\$ 385	\$3,080
Housekeeper Increase from \$11.63/hour to \$13.64/hour	1.50	Addition	\$5,387	\$ 860	\$5,387
Total 2017 Budget Impact Public Works – Facility Management					\$9,327

Budget Impact: *The fiscal change of this resolution is reflected in the 2017 budget.*

Respectfully submitted,
PLANNING, DEVELOPMENT &
TRANSPORTATION COMMITTEE
EXECUTIVE COMMITTEE

Approved By:

TROY STRECKENBACH
COUNTY EXECUTIVE (Date)

COUNTY CLERK (Date)

COUNTY BOARD CHAIR (Date)

Authored by Human Resources

Approved by Corporation Counsel's Office

BOARD OF SUPERVISORS ROLL CALL # _____

Motion made by Supervisor _____

Seconded by Supervisor _____

SUPERVISORS	DIST. #	AYES	NAYS	ABSTAIN	EXCUSED
SIEBER	1				
DE WANE	2				
NICHOLSON	3				
HOYER	4				
GRUSZYNSKI	5				
LEFEBVRE	6				
ERICKSON	7				
ZIMA	8				
EVANS	9				
VANDER LEEST	10				
BUCKLEY	11				
LANDWEHR	12				
DANTINNE, JR	13				

SUPERVISORS	DIST. #	AYES	NAYS	ABSTAIN	EXCUSED
BRUSKY	14				
BALLARD	15				
KASTER	16				
VAN DYCK	17				
LINSEN	18				
KNEISZEL	19				
CLANCY	20				
CAMPBELL	21				
MOYNIHAN, JR.	22				
BLOM	23				
SCHADEWALD	24				
LUND	25				
BECKER	26				

Total Votes Cast _____

Motion: Adopted _____ Defeated _____ Tabled _____

HUMAN RESOURCES DEPARTMENT

Brown County

305 E. WALNUT STREET
P.O. BOX 23600
GREEN BAY, WI 54305-3600



PHONE (920) 448-4071 FAX (920) 448-6277 WEB: www.co.brown.wi.us

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE: 10/11/16
REQUEST TO: Planning, Development & Transportation Committee
MEETING DATE: October 17, 2016
REQUEST FROM: Pete Bilski
Interim Human Resources Director

REQUEST TYPE: ☒ New resolution ☐ Revision to resolution
☐ New ordinance ☐ Revision to ordinance

TITLE: Resolution Approving New or Deleted Positions During the 2017 Budget Process In The Public Works - Facility Management Table of Organization

ISSUE/BACKGROUND INFORMATION:

At the September 26, 2016, Planning, Development & Transportation Committee meeting, the committee requested a resolution regarding increasing the Housekeeper rate of pay.

ACTION REQUESTED:

Make the following changes to the Public Works – Facility Management table of organization:

- Increase 1.50 FTE Housekeeper positions from \$13.06/hour to \$13.64/hour
- Increase 1.50 FTE Housekeeper positions from \$11.63/hour to \$13.64/hour

FISCAL IMPACT:

NOTE: This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. Is there a fiscal impact? ☒ Yes ☐ No
 - a. If yes, what is the amount of the impact? \$9,327
 - b. If part of a bigger project, what is the total amount of the project? \$ _____
 - c. Is it currently budgeted? ☐ Yes ☒ No
 1. If yes, in which account? _____
 2. If no, how will the impact be funded? _____

☒ **COPY OF RESOLUTION OR ORDINANCE IS ATTACHED**

22

November 2, 2016

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

**RESOLUTION REGARDING REORGANIZATION OF THE
PUBLIC WORKS TABLE OF ORGANIZATION**

WHEREAS, the Business Coordinator position in the Public Works Department (“Department”) table of organization is currently vacant; and,

WHEREAS, the Department has requested to reorganize the Department by deleting the Business Coordinator position and deleting the Office Manager I position, and by creating a new Administrative Coordinator position and adding a 0.25 FTE LTE Summer Help Admin position; and,

WHEREAS, the current Highway Commissioner/Director does not utilize the Office Manager I position as much as past Directors have, and the Department recommends merging the duties of the Business Coordinator position and Office Manager I position into a new Administrative Coordinator position. The Department would utilize a 0.25 FTE LTE Summer Help Admin position to assist with the spike in duties during the busiest season; and,

WHEREAS, Human Resources has reviewed the Department’s request and has determined that the current Office Manager I position is in Pay Grade 14 of the Classification and Compensation plan in the Department Assistant Classification. The job duties of the proposed new Administrative Coordinator position fall within the scope of the Department Assistant Classification where the current Office Manager I position is placed; and,

WHEREAS, Human Resources recommends only a job title change from Office Manager I to Administrative Coordinator and reassignment of duties for the position as it would not be a reclassification; and,

WHEREAS, the current Office Manager I hourly rate is \$18.16 per hour (86% of market) as a non-exempt position. In reviewing internal equity, other positions classified in Pay Grade 14, in the Department Assistant Classification, non-exempt are: Administrative Coordinator in the Planning and Land Services Department at \$19.59 (92.9% of market), Office Manager I in the Public Safety Department at \$18.51 (87.8% of market), and Administrative Secretary in the Zoo Department at \$16.87 (80% of market); and,

WHEREAS, Human Resources recommends, for the above-stated reasons, the reorganization of the Public Works table of organization by deleting (1.00) FTE Business Coordinator position, a title change for the Office Manager I position to Administrative Coordinator and adding 0.25 FTE LTE-Summer Help Admin at \$10.25 per hour; and,

NOW, THEREFORE, BE IT RESOLVED by the Brown County Board of Supervisors, the deletion of (1.00) FTE Business Coordinator position and the addition of 0.25 FTE LTE-Summer Help Admin position and a title change for the Office Manager I position to Administrative Coordinator in the Public Works table of organization.

Budget Impact:

Annualized Budget Impact	FTE	Addition/ Deletion	Salary	Fringe	Total
Business Coordinator	(0.75)	Deletion	(\$31,559)	(\$15,972)	(\$47,531)
FTE LTE Summer Help Admin @ \$10.25/hr.	0.25	Addition	\$ 5,330	\$ 207	\$ 5,537
Annualized Budget Impact Public Works – Highway Division					(\$41,994)

Annualized Budget Impact	FTE	Addition/ Deletion	Salary	Fringe	Total
Business Coordinator	(0.25)	Deletion	(\$10,520)	(\$5,324)	(\$15,844)
Annualized Budget Impact Public Works – Facilities Management Division					(\$15,844)

Fiscal Note: This resolution is not included in the 2017 Budget. The change decreases general property taxes revenues by \$15,844 and increases 2017 projected highway funds available by \$41,994.

Respectfully submitted,

PLANNING DEVELOPMENT AND
TRANSPORTATION COMMITTEE
EXECUTIVE COMMITTEE

Approved By:

TROY STRECKENBACH
COUNTY EXECUTIVE (Date)

COUNTY CLERK (Date)

COUNTY BOARD CHAIR (Date)

Authored by Human Resources

Approved by Corporation Counsel's Office

BOARD OF SUPERVISORS ROLL CALL # _____

Motion made by Supervisor _____

Seconded by Supervisor _____

SUPERVISORS	DIST. #	AYES	NAYS	ABSTAIN	EXCUSED
SIEBER	1				
DE WANE	2				
NICHOLSON	3				
HOYER	4				
GRUSZYNSKI	5				
LEFEBVRE	6				
ERICKSON	7				
ZIMA	8				
EVANS	9				
VANDER LEEST	10				
BUCKLEY	11				
LANDWEHR	12				
DANTINNE, JR	13				

SUPERVISORS	DIST. #	AYES	NAYS	ABSTAIN	EXCUSED
BRUSKY	14				
BALLARD	15				
KASTER	16				
VAN DYCK	17				
LINSEN	18				
KNEISZEL	19				
CLANCY	20				
CAMPBELL	21				
MOYNIHAN, JR.	22				
BLOM	23				
SCHADEWALD	24				
LUND	25				
BECKER	26				

Total Votes Cast _____

Motion: Adopted _____ Defeated _____ Tabled _____

HUMAN RESOURCES DEPARTMENT

Brown County

305 E. WALNUT STREET
P.O. BOX 23600
GREEN BAY, WI 54305-3600



PHONE (920) 448-4071 FAX (920) 448-6277 WEB: www.co.brown.wi.us

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE: 10/13/16
REQUEST TO: Planning, Development & Transportation Committee
MEETING DATE: October 17, 2016
REQUEST FROM: Pete Bilski
Interim Human Resources Director

REQUEST TYPE: ☒ New resolution ☐ Revision to resolution
☐ New ordinance ☐ Revision to ordinance

TITLE: Resolution Regarding Reorganization of the Public Works Table of Organization

ISSUE/BACKGROUND INFORMATION:

The Public Works Department submitted a request to reorganize the department due to the vacancy of the Business Coordinator position.

ACTION REQUESTED:

Make the following changes to the Public Works - Highway table of organization:

- Delete (1.00) FTE Business Coordinator position
- Add 0.25 FTE LTE Summer Help Admin position
- Title Change for the Office Manager I position to Administrative Coordinator

FISCAL IMPACT:

NOTE: This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. Is there a fiscal impact? ☒ Yes ☐ No
 - a. If yes, what is the amount of the impact? Savings of (\$57,838)
 - b. If part of a bigger project, what is the total amount of the project? \$ _____
 - c. Is it currently budgeted? ☐ Yes ☒ No
 1. If yes, in which account? _____
 2. If no, how will the impact be funded? _____

☒ **COPY OF RESOLUTION OR ORDINANCE IS ATTACHED**

November 2, 2016

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

RESOLUTION APPROVING NEW OR DELETED POSITIONS
DURING THE 2017 BUDGET PROCESS IN THE
REGISTER OF DEEDS TABLE OF ORGANIZATION

WHEREAS, a New Position or Position Deletion Request was submitted by the Register of Deeds Department (“Department”) during the 2017 budget process; and,

WHEREAS, the Department has evaluated the workload to support the new changes and has identified positions to be added and/or eliminated from the table of organization; and

WHEREAS, the Department has requested to reduce a vacant Vital Records Specialist position (“Position”) from 1.00 FTE to 0.70 FTE due to a reduction in workload; and,

WHEREAS, the Position would cover the busiest customer service hours from 9:00 a.m. to 2:00 p.m., Monday – Friday and for staff shortages as needed; and,

NOW, THEREFORE, BE IT RESOLVED, by the Brown County Board of Supervisors, the Register of Deeds table of organization be changed by reducing 1.00 FTE Vital Records Specialist position to 0.70 FTE Vital Records Specialist position; requested through the 2017 budget process to be effective January 1, 2017.

Budget Impact:

Position Title	FTE	Addition/ Deletion	Salary	Fringe	Total
Vital Records Specialist	(1.00)	Deletion	\$(35,277)	\$(14,843)	\$(50,120)
Vital Records Specialist	0.70	Addition	\$ 24,694	\$ 13,280	\$ 37,974
Total 2017 Budget Impact – Register of Deeds					\$(12,146)

Budget Impact: *The fiscal change of this resolution is reflected in the 2017 budget.*

Respectfully submitted,
PLANNING, DEVELOPMENT &
TRANSPORTATION COMMITTEE
EXECUTIVE COMMITTEE

Approved By:

TROY STRECKENBACH
COUNTY EXECUTIVE (Date)

COUNTY CLERK (Date)

COUNTY BOARD CHAIR (Date)

Authored by Human Resources

Approved by Corporation Counsel's Office

BOARD OF SUPERVISORS ROLL CALL # _____

Motion made by Supervisor _____

Seconded by Supervisor _____

SUPERVISORS	DIST. #	AYES	NAYS	ABSTAIN	EXCUSED
SIEBER	1				
DE WANE	2				
NICHOLSON	3				
HOYER	4				
GRUSZYNSKI	5				
LEFEBVRE	6				
ERICKSON	7				
ZIMA	8				
EVANS	9				
VANDER LEEST	10				
BUCKLEY	11				
LANDWEHR	12				
DANTINNE, JR	13				

SUPERVISORS	DIST. #	AYES	NAYS	ABSTAIN	EXCUSED
BRUSKY	14				
BALLARD	15				
KASTER	16				
VAN DYCK	17				
LINSSEN	18				
KNEISZEL	19				
CLANCY	20				
CAMPBELL	21				
MOYNIHAN, JR.	22				
BLOM	23				
SCHADEWALD	24				
LUND	25				
BECKER	26				

Total Votes Cast _____

Motion: Adopted _____ Defeated _____ Tabled _____

HUMAN RESOURCES DEPARTMENT

Brown County

305 E. WALNUT STREET
P.O. BOX 23600
GREEN BAY, WI 54305-3600



PHONE (920) 448-4071 FAX (920) 448-6277 WEB: www.co.brown.wi.us

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE: 10/11/16
REQUEST TO: Planning, Development & Transportation Committee
MEETING DATE: October 17, 2016
REQUEST FROM: Pete Bilski
Interim Human Resources Director

REQUEST TYPE: ☒ New resolution ☐ Revision to resolution
☐ New ordinance ☐ Revision to ordinance

TITLE: Resolution Approving New or Deleted Positions During the 2017 Budget Process In The Register of Deeds Table of Organization

ISSUE/BACKGROUND INFORMATION:

A New Position or Position Deletion Request was submitted by the Register of Deeds during the 2017 budget process.

ACTION REQUESTED:

Make the following changes to the Register of Deeds table of organization:

- Reduce a vacant 1.00 FTE Vital Records Specialist position to 0.70 FTE Vital Records Specialist position due to a reduction in workload.

FISCAL IMPACT:

NOTE: This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. Is there a fiscal impact? ☒ Yes ☐ No
 - a. If yes, what is the amount of the impact? Savings of (\$12,146)
 - b. If part of a bigger project, what is the total amount of the project? \$ _____
 - c. Is it currently budgeted? ☒ Yes ☐ No It is reflected in the 2017 budget.
 1. If yes, in which account? _____
 2. If no, how will the impact be funded? _____

☒ **COPY OF RESOLUTION OR ORDINANCE IS ATTACHED**

November 2, 2016

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

RESOLUTION APPROVING NEW OR DELETED POSITIONS
DURING THE 2017 BUDGET PROCESS IN THE
U.W. EXTENSION TABLE OF ORGANIZATION

WHEREAS, a New Position or Position Deletion Request was submitted by the U.W. Extension Department ("Department") during the 2017 budget process; and,

WHEREAS, the Department has evaluated the workload to support the new changes and has identified positions to be added and/or eliminated from the table of organization; and

WHEREAS, the Department has requested to delete the following positions due to the elimination of funding: Delete (0.10) FTE STEM Outreach Facilitator position, delete (0.11) FTE Teen Market Garden Coordinator position, delete (0.10) FTE LTE Communication Media Specialist position, delete (0.08) FTE LTE Garden Assistant position, delete (0.25) FTE LTE FIELDS Director position, delete (0.28) FTE LTE Invasive Species Aide position; and,

NOW, THEREFORE, BE IT RESOLVED, by the Brown County Board of Supervisors, the U.W. Extension table of organization be changed by deleting (0.10) FTE STEM Outreach Facilitator position, deleting (0.11) FTE Teen Market Garden Coordinator position, deleting (0.10) FTE LTE Communication Media Specialist position, deleting (0.08) FTE LTE Garden Assistant position, deleting (0.25) FTE LTE FIELDS Director position, deleting (0.28) FTE LTE Invasive Species Aide position; requested through the 2017 budget process to be effective January 1, 2017.

Budget Impact:

Position Title	FTE	Addition/ Deletion	Salary	Fringe	Total
STEM Outreach Facilitator	(0.10)	Deletion	\$ (3,240)	\$ (305)	\$ (3,545)
Teen Market Garden Coordinator	(0.11)	Deletion	\$ (2,640)	\$ (248)	\$ (2,888)
LTE Communication Media Specialist	(0.10)	Deletion	\$ (6,001)	\$ (516)	\$ (6,517)
LTE Garden Assistant	(0.08)	Deletion	\$ (2,470)	\$ (213)	\$ (2,683)
LTE FIELDS Director	(0.25)	Deletion	\$ (15,002)	\$ (1,291)	\$ (16,293)
LTE Invasive Species Aide	(0.28)	Deletion	\$ (4,329)	\$ (372)	\$ (4,701)
Total 2017 Budget Impact – U.W. Extension					\$(36,627)

Budget Impact: *The fiscal change of this resolution is reflected in the 2017 budget.*

Respectfully submitted,

PLANNING, DEVELOPMENT &
TRANSPORTATION COMMITTEE
EXECUTIVE COMMITTEE

Approved By:

TROY STRECKENBACH
COUNTY EXECUTIVE (Date)

COUNTY CLERK (Date)

COUNTY BOARD CHAIR (Date)

Authored by Human Resources

Approved by Corporation Counsel's Office

Brown County

The seal of Brown County, Wisconsin, is a circular emblem. It features a central illustration of a large, ornate building, likely a courthouse or government building, with a prominent dome and multiple windows. The text "Brown County" is arched across the top of the seal, and "Established 1818" is arched across the bottom. Two small stars are positioned on either side of the central building.

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

November 2, 2016

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

**RESOLUTION APPROVING NEW OR DELETED POSITIONS
DURING THE 2017 BUDGET PROCESS IN THE
PUBLIC SAFETY COMMUNICATIONS TABLE OF ORGANIZATION**

WHEREAS, a New Position or Position Deletion Request was submitted by the Public Safety Communications Department (“Department”) during the 2017 budget process; and,

WHEREAS, the Department has evaluated the workload to support the new changes and has identified positions to be added and/or eliminated from the table of organization; and

WHEREAS, the Department has requested to change the annual budgeted hours for the Telecommunications Operator, Telecommunications Operator I and Lead Telecommunication Operator positions to more accurately reflect the actual hours worked on an annual basis; and,

WHEREAS, due to the scheduling of these positions with shifts of 10 or 12 hours, an average annual hours of 1,990 is more accurate than the currently budgeted 1,988 hours; and,

NOW, THEREFORE, BE IT RESOLVED, by the Brown County Board of Supervisors, the average annual hours for the Telecommunications Operator position, Telecommunications Operator I position and Lead Telecommunication Operator position be changed to 1,990 average annual hours; requested through the 2017 budget process to be effective January 1, 2017.

Budget Impact:

Position Title	FTE	Addition/ Deletion	Salary	Fringe	Total
Increase average annual hours from 1,988 to 1,990 Telecommunications Operator, Telecommunications Operator I & Lead Telecommunications Operator positions	192 hours	Addition	\$4,389	\$ 662	\$5,051
Total 2017 Budget Impact – Public Safety Communications					\$5,051

Budget Impact: *The fiscal change of this resolution is reflected in the 2017 budget.*

Respectfully submitted,
PUBLIC SAFETY COMMITTEE &
EXECUTIVE COMMITTEE

Approved By:

COUNTY EXECUTIVE (Date)

COUNTY CLERK (Date)

COUNTY BOARD CHAIR (Date)

Authored by Human Resources

Approved by Corporation Counsel's Office

BOARD OF SUPERVISORS ROLL CALL # _____

Motion made by Supervisor _____

Seconded by Supervisor _____

SUPERVISORS	DIST. #	AYES	NAYS	ABSTAIN	EXCUSED
SIEBER	1				
DE WANE	2				
NICHOLSON	3				
HOYER	4				
GRUSZYNSKI	5				
LEFEBVRE	6				
ERICKSON	7				
ZIMA	8				
EVANS	9				
VANDER LEEST	10				
BUCKLEY	11				
LANDWEHR	12				
DANTINNE, JR	13				

SUPERVISORS	DIST. #	AYES	NAYS	ABSTAIN	EXCUSED
BRUSKY	14				
BALLARD	15				
KASTER	16				
VAN DYCK	17				
LINSEN	18				
KNEISZEL	19				
CLANCY	20				
CAMPBELL	21				
MOYNIHAN, JR.	22				
BLOM	23				
SCHADEWALD	24				
LUND	25				
BECKER	26				

Total Votes Cast _____

Motion: Adopted _____ Defeated _____ Tabled _____

HUMAN RESOURCES DEPARTMENT

Brown County

305 E. WALNUT STREET
P.O. BOX 23600
GREEN BAY, WI 54305-3600



PHONE (920) 448-4071 FAX (920) 448-6277 WEB: www.co.brown.wi.us

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE: October 4, 2016
REQUEST TO: Public Safety Committee
MEETING DATE: October 12, 2016
REQUEST FROM: Pete Bilski
Interim Human Resources Director

REQUEST TYPE: ☒ New resolution ☐ Revision to resolution
☐ New ordinance ☐ Revision to ordinance

TITLE: Resolution Approving New or Deleted Positions During the 2017 Budget Process In The Public Safety Communications Table of Organization

ISSUE/BACKGROUND INFORMATION:

A New Position or Position Deletion Request was submitted by the Public Safety Communications Department during the 2017 budget process.

ACTION REQUESTED:

Make the following changes to the Public Safety Communications Department table of organization:

- Increase annual hours from 1,988 to 1,990 for the Telecommunications Operator, Telecommunications Operator I and Lead Telecommunications Operator positions.
Total budget increase of 192 hours.

FISCAL IMPACT:

NOTE: This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. Is there a fiscal impact? ☒ Yes ☐ No
 - a. If yes, what is the amount of the impact? \$5,051
 - b. If part of a bigger project, what is the total amount of the project? \$ _____
 - c. Is it currently budgeted? ☒ Yes ☐ No It is reflected in the 2017 budget.
 1. If yes, in which account? _____
 2. If no, how will the impact be funded? _____

☒ **COPY OF RESOLUTION OR ORDINANCE IS ATTACHED**

November 2, 2016

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

RESOLUTION APPROVING NEW OR DELETED POSITIONS
DURING THE 2017 BUDGET PROCESS IN THE
SHERIFF'S DEPARTMENT TABLE OF ORGANIZATION

WHEREAS, a New Position or Position Deletion Request was submitted by the Sheriff's Department ("Department") during the 2017 budget process; and,

WHEREAS, the Department has evaluated the workload to support the new changes and has identified positions to be added and/or eliminated from the table of organization; and

WHEREAS, the Department has experienced an increase in the number of pieces of evidence to be managed by the evidence section. Additionally, the sworn officer position in the evidence area is needed to work on Internet Crimes Against Children cases, Human Trafficking and other sensitive types of crimes; and,

WHEREAS, the Department has requested to add a Civilian Evidence Technician position ("Position") to assist in the processing of crime scene evidence and with the management and storage of evidence; and,

WHEREAS, this Position would allow the Department to move a sworn officer from the evidence section to work on internet crimes and other sensitive types of crimes. The civilian position could handle the evidence duties and, if necessary, be assisted by a sworn officer; and,

WHEREAS, this Position would process some evidence in the Sheriff's Crime Lab, prepare evidence for the Wisconsin State Crime Lab, prepare evidence for court purposes, maintain the chain of evidence and finally dispose of evidence or property at the completion of a case; and,

WHEREAS, the Department has requested to add 1.00 FTE Civilian Evidence Technician position in Pay Grade 12 of the Classification and Compensation Plan; and,

WHEREAS, the Department has received funding from the Wisconsin High Intensity Drug Trafficking Area Program (HIDTA) for a 1.00 FTE Criminal Intelligence Analyst position for the Brown County Drug Task Force due to the workload of increasingly larger cases and the mandatory reporting responsibilities; and,

WHEREAS, the Department has requested to add a fully funded 1.00 FTE Criminal Intelligence Analyst position in Pay Grade 12 of the Classification and Compensation Plan.

WHEREAS, should the funding be eliminated, the position will end and be eliminated from the Sheriff's Department table of organization; and,

NOW, THEREFORE, BE IT RESOLVED, by the Brown County Board of Supervisors, the Sheriff's Department table of organization be changed by adding 1.00 FTE Civilian Evidence Technician position in Pay Grade 12 of the Classification and Compensation Plan and the addition of 1.00 FTE Criminal Intelligence Analyst position in Pay Grade 12 of the Classification and Compensation Plan; requested through the 2017 budget process to be effective January 1, 2017.

BE IT FURTHER RESOLVED, should the funding for the Criminal Intelligence Analyst position be eliminated, the position will end and be eliminated from the Sheriff's Department Table of Organization.

Budget Impact:

Position Title	FTE	Addition/ Deletion	Salary	Fringe	Total
Civilian Evidence Technician	1.00	Addition	\$50,710	\$17,122	\$ 67,832
Criminal Intelligence Analyst Grant Funding	1.00	Addition	\$45,989	\$16,426	\$ 62,415 \$(62,415)
Total 2017 Budget Impact – Sheriff's Department					\$ 67,832

Budget Impact: The fiscal change of this resolution is reflected in the 2017 budget.

Respectfully submitted,
PUBLIC SAFETY COMMITTEE &
EXECUTIVE COMMITTEE

Approved By:

TROY STRECKENBACH
COUNTY EXECUTIVE

Date Signed: _____

Authored by Human Resources

Approved by Corporation Counsel's Office

BOARD OF SUPERVISORS ROLL CALL # _____

Motion made by Supervisor _____

Seconded by Supervisor _____

SUPERVISORS	DIST. #	AYES	NAYS	ABSTAIN	EXCUSED
SIEBER	1				
DE WANE	2				
NICHOLSON	3				
HOYER	4				
GRUSZYNSKI	5				
LEFEBVRE	6				
ERICKSON	7				
ZIMA	8				
EVANS	9				
VANDER LEESE	10				
BUCKLEY	11				
LANDWEHR	12				
DANTINNE, JR	13				

SUPERVISORS	DIST. #	AYES	NAYS	ABSTAIN	EXCUSED
BRUSKY	14				
BALLARD	15				
KASTER	16				
VAN DYCK	17				
LINSSEN	18				
KNEISZEL	19				
CLANCY	20				
CAMPBELL	21				
MOYNIHAN, JR.	22				
BLOM	23				
SCHADEWALD	24				
LUND	25				
BECKER	26				

Total Votes Cast _____

Motion: Adopted _____ Defeated _____ Tabled _____

Brown County

The seal of Brown County, Wisconsin, is a circular emblem. It features a central illustration of a large, multi-story building with a prominent steeple, likely a courthouse or government building. The words "Brown County" are arched across the top of the seal, and "Established 1818" is arched across the bottom. Two small stars are positioned on the left and right sides of the seal, separating the top and bottom text.

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

Request consideration of increasing the daily fee for use of jail by municipalities on civil forfeiture bench warrants from \$40.00 per day to \$200.00 per day.

Issue is use of jail for collection of fines – jail overcrowding – cost to house.

Respectively submitted,

Bernie Erickson

County Supervisor

District 7

Send to Corp. Council to review for Ex. Committee 10/24

October 19, 2016

**AN ORDINANCE TO AMEND SECTIONS 4.49 AND 4.57 OF THE BROWN
COUNTY CODE OF ORDINANCES ENTITLED, RESPECTIVELY, AS "EXTRA
PAY" AND "POLICY"**

THE COUNTY BOARD OF SUPERVISORS OF THE COUNTY OF BROWN DOES
ORDAIN AS FOLLOWS:

Section 1 – Subsection (3) of Section 4.49 of the Brown County Code of Ordinances is hereby deleted in its entirety and replaced with the following:

(3) Emergency Call in Pay for Highway Department Crew & Airport Crew. In the event a non-exempt employee is called in outside of the normal scheduled hours, the employee shall be guaranteed a minimum of two (2) hours of work at time and a half.

Section 2 – Subsection (4) of Section 4.49 of the Brown County Code of Ordinances is hereby deleted in its entirety and replaced with the following:

(4) Call in Pay. In the event a non-exempt employee is called in outside of the normal scheduled hours, the employee shall be guaranteed a minimum of two (2) hours of work.

Section 3 – Subsection (5) of Section 4.49 of the Brown County Code of Ordinances is hereby created to read as follows:

(5) Compensation During Temporary Assignment. A temporary assignment is an assignment for a minimum of ninety (90) days or more, which requires approval by the Human Resources Manager and notification to the County Executive. The Human Resources Manager will recommend the appropriate rate of pay for the temporary assignment. A temporary assignment may not continue beyond six (6) months without approval from the Human Resources Manager.

Section 4 – Subsection (6) of Section 4.49 of the Brown County Code of Ordinances is hereby created to read as follows:

(6) Increased Pay for Work of another Classification. In certain cases an employee is eligible to receive increased compensation while performing the work of another classification:

(a) Foreman or leaderworker duties: If employees assume these duties and work at least one (1) full day at that level.

(b) Training Officer Pay: Perform on the job training and evaluations of new hired employees. (Telecommunicator and Correctional Officer)

Section 5 – Subsection (4) of Section 4.57 of the Brown County Code of Ordinances is hereby deleted in its entirety.

Section 6 – This Ordinance shall become effective upon passage and publication pursuant to law.

Respectfully submitted,

EXECUTIVE COMMITTEE

COUNTY EXECUTIVE

Date Signed: _____

Final Draft Approved by Corporation Counsel

Fiscal Note: This Ordinance does not require an appropriation from the General Fund. The Highway Department has budgeted for time and a half pay in the 2016 budget. The Airport is a proprietary fund and the projected cost is \$2,500 for 2016.

October 19, 2016

**AN ORDINANCE TO AMEND SECTION 4.57 OF THE BROWN COUNTY CODE OF
ORDINANCES ENTITLED "POLICY"**

THE COUNTY BOARD OF SUPERVISORS OF THE COUNTY OF BROWN DOES
ORDAIN AS FOLLOWS:

Section 1 – Subsection (5) of Section 4.57 of the Brown County Code of Ordinances is hereby created to read as follows:

(5) Overtime Compensation for Non-Exempt Employees of the Airport & Highway Department. Non-exempt employees of the Airport and Highway Department shall receive one and one-half (1.5) times their regular hourly rate of pay for all hours worked outside the established workday and/or the established workweek set by the Department Head so long as consistent with governing law, including the Federal Fair Labor Standards Act and the state's wage and hour laws.

Section 2 – This Ordinance shall become effective upon passage and publication pursuant to law.

Respectfully submitted,
PLANNING, DEVELOPMENT &
TRANSPORTATION
-and-
EXECUTIVE COMMITTEE

Approved By:

Troy Streckenbach, (Date)
COUNTY EXECUTIVE

COUNTY CLERK (Date)

COUNTY BOARD CHAIR (Date)

Final Draft Approved by Corporation Counsel

Fiscal Note: This resolution does not require an appropriation from the General Fund. Airport and Highway are non-levy funded departments, and based on 2015 budgeted actuals, Airport increase would be \$3,039.93, and Highway increase would be \$43,587.89. Increased expenses would be offset by increased revenues, or use of enterprise fund balance.

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE: July 19, 2016
REQUEST TO: PD&T Committee
MEETING DATE: July 25, 2016
REQUEST FROM: Paul Fontecchio, P.E.
PD&T Committee

REQUEST TYPE: ☐ New resolution ☐ Revision to resolution
☒ New ordinance ☐ Revision to ordinance

TITLE: 4.57(5) Overtime Compensation for Highway Department Crew & Airport Crew.

ISSUE/BACKGROUND INFORMATION:

Per the request of the PD&T Committee at the June 27, 2016 meeting, this ordinance has been drafted for their consideration.

As discussed at the June 27, 2016 PD&T meeting, paying employees at the Highway Department and Airport for all hours worked outside the established workday and/or the established workweek will address some problems that are present with the current ordinance. First, it will allow for a more accurate billing, by billing overtime to accidents, snow plowing, or special events (like a race). The county can avoid billing overtime at the end of a workweek to the county or a municipality during normal work hours. Second, it would resolve the problem the employees have with not wanting to take time off or work extra hours on weeks with holidays or planned vacations as any extra hours worked don't count as overtime until 40 hours of work has been put in.

ACTION REQUESTED:

Approval of the proposed ordinance.

FISCAL IMPACT:

NOTE: This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. Is there a fiscal impact? ☒ Yes ☐ No

a. If yes, what is the amount of the impact?

- \$43,587.89 in additional cost (pay and fringe) per year for Public Works (based on 2015 data).
- \$43,927.23 in additional revenue per year for Public Works (based on 2015 data) with the following breakdown; \$14,624.62 charged to the Wisconsin DOT, \$11,066.79 charged to the County 240 fund, \$14,472.93 charged to capital projects

(bond/levy), and \$3,762.90 charged to other sources – municipal, inter-department, private, etc.

- \$1,689.50 in additional cost (pay and fringe) per year for Airport (based on 2015 estimates) that would be charged to the Airport operating fund.

b. If part of a bigger project, what is the total amount of the project? \$_____

c. Is it currently budgeted? ☐ Yes ☒ No

1. If yes, in which account? _____

2. If no, how will the impact be funded? See above under 1a.

☒ **COPY OF RESOLUTION OR ORDINANCE IS ATTACHED**